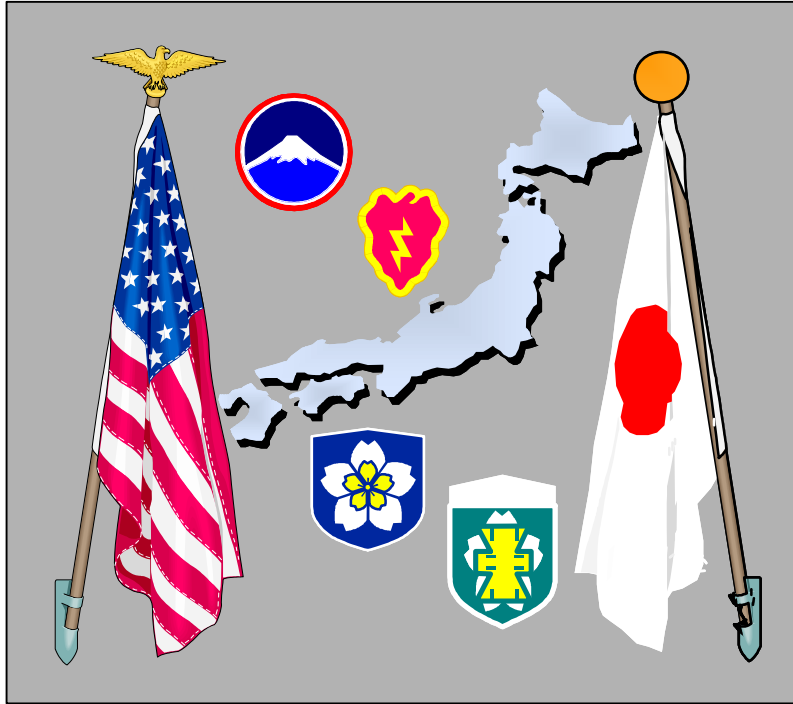


Orient Shield 03
USARJ FTX



Welcome
Packet

**Orient Shield 03
WELCOME PACKET**

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DEPARTMENT OF THE ARMY
HQ, U.S. ARMY JAPAN AND 9th THEATER SUPPORT COMMAND
UNIT 45005
APO AREA PACIFIC 96343-5005

REPLY TO
THE ATTENTION OF:

APAJ-GA

1 September 2002

MEMORANDUM FOR U.S. Army Exercise Participants

SUBJECT: Welcome to Orient Shield 03 Field Training Exercise (FTX)

1. On behalf of the United States Army Japan and 9th Theater Support Command, Japan Ground Self-Defense Force (JGSDF) Ground Staff Office, and JGSDF East Army (EA), welcome to Orient Shield 03 FTX. I hope you find this exercise to be an enriching experience, both personally and professionally. This FTX provides a unique bilateral opportunity for you to exchange doctrinal concepts, skills, and knowledge, and to develop long-lasting personal friendships. This FTX will be conducted at Higashi-fuji Training Area of the JGSDF EA, located on the island of Honshu, Japan, at the foot of Mt. Fuji.
2. You will be working in a unique environment in Japan. There are several important items of information, both professional and cultural, provided in the enclosed packet. I urge you to acquaint yourself with this information.
3. The keys to success in this exercise are safety, professionalism, discipline, cultural awareness, and courtesy. Remember, you are a representative of the United States so represent us well. Enjoy your adventure in Japan.

Encl

//original signed//
THOMAS G. MILLER
Brigadier General, USA
Commanding



DEPARTMENT OF THE ARMY
HQ, U.S. ARMY JAPAN AND 9TH THEATER SUPPORT COMMAND
UNIT 45005
APO AREA PACIFIC 96343-5005

REPLY TO
THE ATTENTION OF:

APAJ-GA

30 September 2002

MEMORANDUM FOR Commanders, U.S. Military Units Participating in USARJ and
9th TSC Exercises in Japan

SUBJECT: Command Alcohol Beverage Consumption Policy for USARJ and 9th Theater Support Command-Sponsored Exercises

1. Japanese social activities during exercises may be different from those you and your soldiers have experienced previously. However, one familiar component of Japanese culture, much like American culture, is alcohol consumption. You may find that in extending their hospitality, your counterparts will encourage you to participate in official and nonofficial social events at which alcohol is available.
2. Japanese law and U.S. Forces, Japan policy prohibits anyone less than 20 years of age from consuming alcohol. The JGSDF allows alcohol consumption only at designated locations in cantonment and administrative areas. As guests, we will abide by these rules. There will be no alcohol consumption in U.S. billets or operational areas. A "U.S. billet or operational area" is defined as any operational, administrative, or rest/recreational area that is substantially occupied by U.S. military and civilian personnel. This includes (but is not limited to) operations centers, administrative offices, barracks/living quarters, and day rooms. Any drinking of alcoholic beverages will be in strict moderation and only in connection with official JGSDF events or in designated Morale, Welfare, and Recreation areas.
3. This policy constitutes a lawful general order and is punitive in nature. Military personnel who violate this command policy are subject to prosecution under the Uniform Code of Military Justice, nonjudicial punishment, and/or adverse administrative action. Civilian personnel who violate this command policy are subject to adverse administrative action.
4. Each of you will establish an alcohol consumption policy tailored to meet the requirements of each exercise using these guidelines, and immediately take appropriate action, should the policy be violated.
5. The point of contact is Mr. Joel E. Pierson at DSN (315) 263-5098.

//original signed//
THOMAS G. MILLER
Brigadier General, USA
Commanding

The Temporary Wear of Japanese Rank Insignia at Exercise sites policy is currently under review. Information on this past practice will be disseminated as available. Currently AR 670-1, Wear and Appearance of Uniforms, dated 1 July 2002, does not authorize this practice.



DEPARTMENT OF THE ARMY
HQ, U.S. ARMY JAPAN AND 9TH THEATER SUPPORT COMMAND
UNIT 45005
APO AREA PACIFIC 96343-5005

REPLY TO
THE ATTENTION OF:

APAJ-PM

1 October 2002

MEMORANDUM FOR Orient Shield 03 Exercise Participants

SUBJECT: Force Protection Requirements Prior to Coming to Japan

1. References:

- a. DOD Instruction 2000-16, Combating Terrorism Standards, 14 June 2001.
- b. USCINCPAC OPORD 5050-99, Antiterrorism / Force Protection, 27 Aug 99.
- c. Army Regulation 525-13, Antiterrorism, 4 Jan 02.
- d. HQDA Message dated 01 Sep 99, SUBJECT: Antiterrorism Force Protection Training.

2. The information contained in this memorandum is vital for you prior to departing for travel outside the United States. Level I Force Protection Training is individual awareness training required for all soldiers, DA Civilians and family members prior to arrival in Japan. This training is conducted by a certified Force Protection advisor within six months prior to travel. Certification of Level 1 Training should be annotated on TDY orders or other official orders.

3. **Department of Defense Training and Travel Requirements.** The training you must receive should cover the following areas:

- a. Service Member Personnel Protection (JS Guide 5260).
- b. Individual Protective Measures (GTA 21-3-11).

c. View Force Protection Training Video (Introduction and Parts 1-5).

d. An area specific threat brief containing *specific* information about the medical, criminal and terrorist threats that exist in Japan and any non-U.S. country that you are transiting through. This briefing must be done within three months prior to travel.

e. Develop an Individual AT/FP Plan that contains the level of detail necessary to protect the traveler for the given threat as well as providing the command with sufficient information to assist the traveler, should the threat change.

4. The above information can be obtained from your unit Force Protection representative. This training will be supplemented upon arrival by an update on the current threat conditions in Japan. A record of training must be documented on your travel orders and/or leave form. Entrance into Japan requires a country, theater clearance. Theater clearance may be assumed ten days after submission of personnel clearance request message. Information and instructions for entering Japan can be found on www.fcg.pentagon.mil.

5. **Travel Security Policy.** When official business requires travel to or through high threat countries, DA personnel and family members will travel, whenever possible, by military air or U.S. Air Force Air Mobility Command (USAFAMC) charter. When such travel is not practicable, U.S. flagged air carriers will be used to the maximum extent possible.

a. Transportation officers who arrange travel by indirect routing or on a foreign flag carrier to avoid such areas should cite the appropriate Joint Federal Travel Regulation (JFTR) exception as the justification. The use of that citation must be documented in each case and attached to each travel voucher.

b. Travelers authorized to avoid specific areas must disembark at the nearest interchange from point of origin and continue their journey on U.S. flag carrier service.

c. Blanket approval and reimbursement for the use of regular-fee passports are not authorized.

(1) The passport policy for DA personnel and family members traveling on official orders to and/or from non-high or non-potential physical threat countries remains unchanged. DA personnel shall travel on no-fee official (red) passports or on official orders with identification cards, as required by the country visited.

(2) DA personnel and family members traveling via commercial airline on official orders to and/or from medium or high threat countries or through airports designated by the FAA as not meeting minimum security standards established by the International Civil Aviation Organization (ICAO) are authorized, but not required, to obtain and use the regular-fee passport for security reasons. Travelers electing to exercise this option are responsible for obtaining the regular-fee passport and all required visas. Reimbursement for passports and visas obtained under those conditions is authorized by the JFTR, and payment shall be made on submission of appropriate documentation. Some countries have strict rules concerning the type of passport or visa required for entry. Information on the restrictions on use of regular-fee passports may be obtained from local personnel offices or transportation offices prior to travel.

(3) Individuals traveling solely by military air or USAFAMC charter shall not be reimbursed for regular-fee passports unless U.S. Government transportation became available on short notice (i.e. after commercial travel arrangements had been made and the passport purchased) or priority of travel was sufficiently high to require backup travel arrangements.

(4) Reimbursement for regular-fee passports for personal/unofficial travel is not authorized.

d. Commercial airline tickets shall not be annotated to show an obvious affiliation of the traveler with the U.S. Government.

APAJ-PM

SUBJECT: Force Protection Requirements Prior to Coming to Japan

e. Travel itineraries of High Risk Personnel (HRP) (to include general officers or civilian equivalents) shall be marked, at a minimum, "FOR OFFICIAL USE ONLY" and handled in accordance with command directives when travel takes them to or through DoD-designated high physical or potential threat countries. Such itineraries may be classified when warranted by the threat and authorized by appropriate classification authority guidelines. Security classifications should be assigned to extremely detailed itineraries (those which include exact dates, times, and locations) which would be of substantial value to threat entities planning an attack.

f. PCS/TDY travel orders should be annotated "Travel in civilian clothes authorized and recommended" for personnel traveling to and through DoD-designated medium or high threat countries.

6. Further questions concerning Force Protection requirements for travel to Japan may be directed to SSG Alonzo Rhodes, USARJ Force Protection NCO, or Mr. Frank W. King, Force Protection Officer, at DSN 263-3610 (Japan).

//signed//

DANIEL W. HULSEBOSCH

LTC, MP

USARJ Provost Marshal

HISTORY OF U.S. ARMY JAPAN (USARJ)

The historical lineage of USARJ can be traced back to the formation in Manila of the Armed Forces, Far East (AFFE) on 26 July 1941, commanded by General of the Army, Douglas MacArthur.

In the spring of 1942, after the invasion of Bataan and Corregidor by the Japanese forces, AFFE moved to Melbourne, Australia. General MacArthur served as the CG, AFFE and CINC of the newly designated Southwest Pacific Area (SWPA). AFFE served as the administrative headquarters for all US forces in the Southwest Pacific from 1943 to June 1945. Near the end of World War II, AFFE headquarters became a part of General Headquarters (GHQ), U.S. Forces, Pacific, and later was attached to GHQ, Far East Command in Tokyo after World War II.

When the Communists invaded South Korea in June 1950, the Japan Logistical Command was established to perform administrative and occupational functions in support of Eighth Army. It was deactivated in October 1952 and its functions were taken over by Headquarters, AFFE.

Reorganization of U.S. Forces, in the Pacific, in January 1953 established AFFE as the major Army command in the Far East. AFFE moved to its present location in Camp Zama, 33 miles SW of Tokyo, in October 1953.

On 20 November 1954, AFFE was combined with Eighth Army (AFFE/8A). In 1955, 8th Army established its headquarters in Seoul, Korea. The Camp Zama command was then designated AFFE/8A (Rear).

USARJ was established on 1 July 1957 in a reorganization of U.S. Forces in the Pacific. USARJ and five Pacific U.S. Forces elements came under the command of USARPAC during a reorganization completed in January 1960.

During 1963, USARJ acquired the US Army Depot Command, Japan as a major subordinate command, followed by US Army Garrison, Japan, which was given the mission of providing station-type support to Headquarters, USARJ and its components. In September 1969, the distinction between headquarters and subordinate command operational functions was replaced by a directorate type structure.

Concurrent with Okinawa's reversion to Japan in 1972, USARJ was again realigned to acquire control of the mission and functions of the former U.S. Army, Ryukyu Islands.

In July 1974, USARJ was reorganized from seven to three subordinate commands, and became a MACOM on 31 December of that year after discontinuance of Headquarters, U.S. Army Pacific in Hawaii.

During the period October 1976 thru February 1978, USARJ was relieved of such support responsibilities as commissary, property disposal, terminal operations and perishable subsistence wholesale, due to transfer of these missions to other services in accordance with the U.S. Army Western Command's plan.

In November 1990 the U.S. Army Western Command was again reorganized as the U.S. Army, Pacific (USARPAC). At that time USARJ lost its MACOM status and became a major subordinate command under USARPAC.

USARJ presently comprises a headquarters which includes two major subordinate commands; (10th Area Support Group, Okinawa, and 17th Area Support Group, Honshu); plus other assigned, attached and tenant units and activities. Headquarters, United States Army, Japan is at Camp Zama, Japan, collocated with Headquarters, 17th Area Support Group. Headquarters, 10th Area Support Group is located at Torii Station, Okinawa.

USARJ commands and supports U.S. Army assigned and attached units and augmentation forces, employing these forces in support of the Commander, U.S. Forces Japan. USARJ maintains and strengthens the credibility of deterrent power in the Pacific through maintenance of defense facilities, war reserves and operational project stocks. USARJ is strongly committed to the support of the Treaty of Mutual Cooperation and Security between the United States and Japan in emergency situations through bilateral planning and training.

With the reactivation of USARPAC and USARJ's designation as a major subordinate command, the role of USARJ in the vital, strategic Pacific Region will continue to be an important part of the U.S. commitment.

MISSION – United States Army Japan

- Provide U.S. Army forward presence in Japan.
- Command all U.S. Army units assigned or attached to the U.S. Army Japan and employ these forces to conduct operations in support of assigned missions and operations plans to HQ, U.S. Forces, Japan, and other subordinate unified and component commands as required.
- Conduct operations with the Japan Ground Self-Defense Force (JGSDF) for the defense of Japan.
- Logistically support United States Pacific Command forces in regional contingencies.
- Manage and maintain war reserves and operational project stocks for contingencies.
- Maintain storage facilities with the capability to expand into a logistical base.
- Provide theater-wide support for other U.S. commands, agencies and activities as directed.
- Maintain liaison and conduct bilateral defense planning with Japan Ground Self-Defense Force.
Coordinate with joint and other service headquarters and, as

authorized by the Commander, U.S. Forces, Japan, with the U.S. Embassy and appropriate agencies of the government of Japan.

- Assist Headquarters, Department of the Army; Headquarters, Pacific Command; and Headquarters, United States Forces, Japan; in the development and preparation of contingency plans for Japan, and when directed, for Korean and other non-PACOM areas as required.

ADMINISTRATIVE INSTRUCTIONS

EXERCISE PARTICIPANT IN-PROCESSING

Participants arriving in Japan will be greeted by personnel from the Logistical Task Force 35 (Log TF 35), consisting of members from 35th S&S Bn and site support augmentation to the unit, upon arrival at the point debarkation. New arrivals will in-process through the Log TF 35. Groups will be processed in Building 1037 at the Takigahara Cantonment Area, upon arrival.

SOLDIER READINESS PROGRAM (SRP)

1. All personnel (military and civilian) will wear two identification (ID) tags around their necks with metal necklaces at all times during deployment and redeployment, and for the duration of the exercise.
2. All personnel will have a current ID card on their person at all times, except when doing physical fitness training.

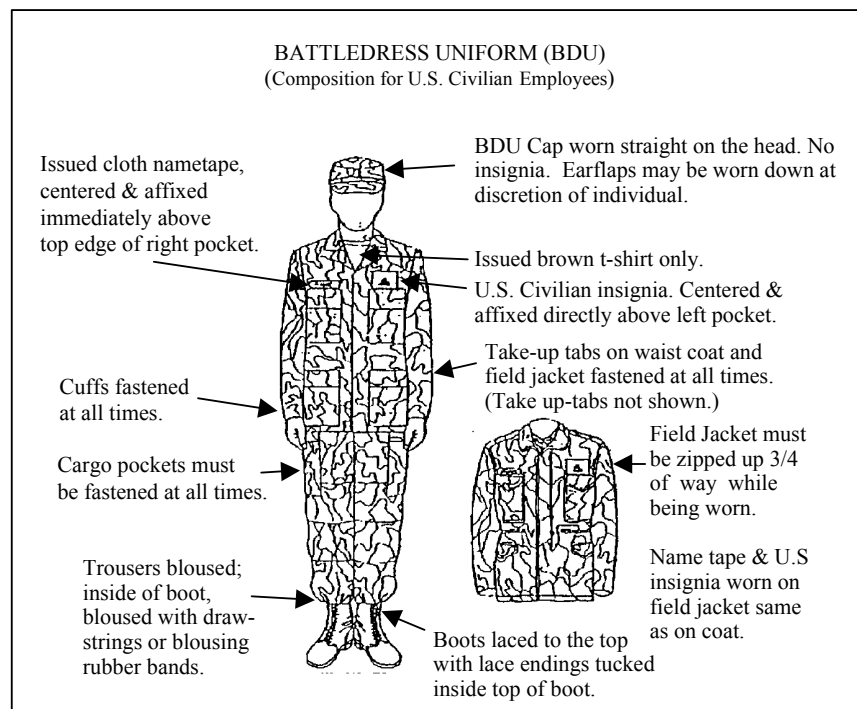
UNIFORM

1. Duty uniform will be:
 - a. Battle Dress Uniform (BDU) or service equivalent.
 - b. Beret.
 - c. Participants will wear brown T-shirts, black combat boots.
 - d. Organizational sleeping shirt and field sweater may be worn under uniform blouse.
 - e. Civilian attire, when designated.

2. Uniform will be IAW AR 670-1, Wear and Appearance of Army Uniforms and Insignia, 1 July 2002, or applicable service regulations. High standards of military appearance will be monitored and enforced. See the USARJ/9th TSC Commanding General's policy on the temporary wear of JSDF rank insignia by U.S. Army exercise participants on page three of this packet.

3. Items of military clothing will not be mixed with civilian clothing.

4. USARJ policy authorizes all Department of the Army civilian personnel (DAC) participating in the exercise to wear the BDU uniform IAW paragraph 30-10, AR 670-1, Wear and Appearance of Army Uniforms and Insignia, 1 July 2002. Wear of the BDU by DAC for OS 03 is optional. A pictorial display of the BDU for U.S. civilian personnel, with notes on its proper wear, is shown below.



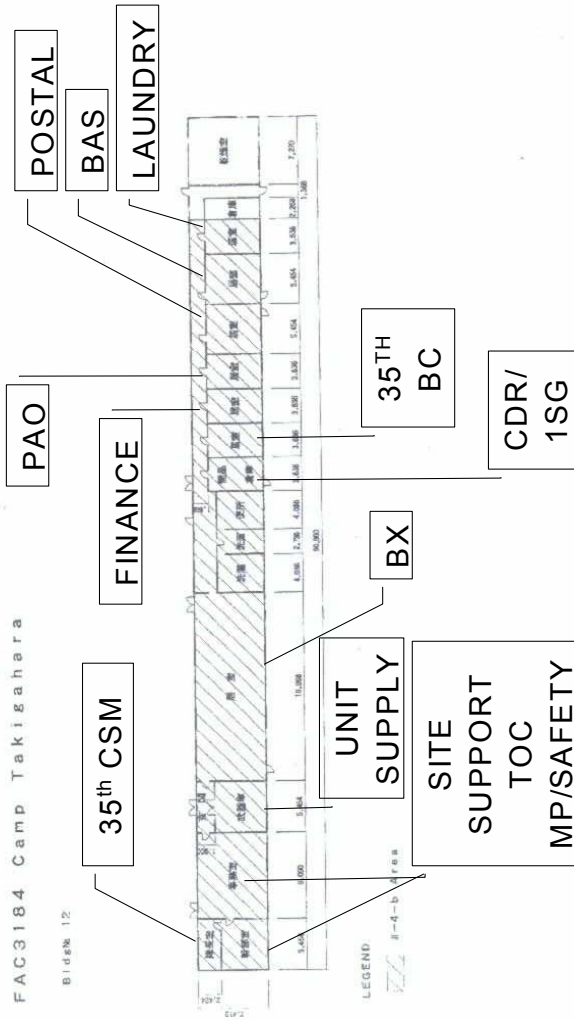
Area Map



Camp Takigahara Cantonment



BLDG 12 **SITE SUPPORT**



Site Support Facilities

1. Billeting.

a. All 2nd Battalion, 35th Infantry Regiment (2-35 IN), 3rd Brigade, 25th Infantry Division (Light), hereafter referred to as Task Force (TF) 2-35 IN, participants will be billeted on floors 1-3 of the building designated for exclusive United States participant use while at Takigahara Cantonment Area. Personnel will bring their own sleeping bags, towels, padlocks, etc. for billeting purposes. These items will not be issued by Log TF 35. Western style toilet adapters will be provided by the JGSDF. Daily operating hours for the Ofuros will be determined and disseminated. There will be female billets, showers, ofuros, and latrines at Takigahara Cantonment Area. Daily operating hours for the Ofuros (Bldg. 307) will be determined and disseminated.

b. The Log TF 35 site support and the entire TF 2-35 IN will be billeted at Takigahara Cantonment Area. VIP billeting will be designated and controlled by the Log TF 35, Site Support Officer-in-Charge (OIC) (CPT Young). During the functional training and FTX, VIP personnel will be billeted at Takigahara Cantonment Area.

2. **Laundry Services.** U.S. Government contract laundry service will be provided at no cost to exercise participants who are not receiving per diem or TDY pay. Log TF 35 will establish a laundry turn-in/pick-up point in Bldg. 12 at Takigahara Cantonment Area. The hours and dates of laundry turn-in will be determined and clearly posted on the Laundry Turn-in Point.

3. **Medical Support.** Task Force TF 2-35 Medical Platoon will provide on-site medical support throughout OS03 from cantonment / bivouac site. The organic structure will consist of a doctor, physician assistant, and a medical platoon. The TF/USARJ Aid Station will be located in Bldg # 12 and staffed by two USARC physicians and TF 2-35 medical personnel at Higashifuji TA. The JSDF Fuji Eastern Army Hospital will be utilized for the treatment

and evaluation of U.S. participants requiring care beyond the capabilities (lab/x-ray/dental) of the U.S. Basic Aid Station (BAS) medical services. U.S. participants requiring emergency/urgent medical care beyond the capabilities of JSDF Hospital will be referred to a Host Nation Medical Treatment Facility identified as Japanese Meada or Toranomon hospitals for further definitive medical care. TF 2-35 / JGSDF will be responsible for patient evacuation out of the TA to USARJ BAS, Higashifuji TA cantonment area, Bldg (TBD). The 1st LSR will provide two FLA and Crew DS to TF/USARJ/AS and be responsible for the evacuation (ground) of OS03 participants to Host Nation Medical Treatment Facilities (MTFs) located inside / outside Camp Higashifuji TA, as well as providing DS/GS FLA support to TF 2-35/FWD in TA. 78th AVN provides DS/GS UH-60 support to TF 2-35 for the purpose of CASEVAC. Day/Night LFX's dictate AC providing Direct Support from LZ VIC TA/ USMC Camp Fuji. TF 2-35 provides redundant communication throughout OS03, establishing, maintaining FM communications FWD and REAR. Incumbent on TF 2-35 MED PLT, is basis of allocating organic/attached personnel and equipment to support Bilateral field training exercise/range operations throughout Orient Shield 03 conducting Split Based medical support operations should the requirement arise.

4. Food Service.

- a. The TF 2-35 IN will establish the dining facilities in Bldg. 517 at Takigahara Cantonment Area/Higashifuji TA and maintain the ration account. The basic U.S. ration cycle is A-MRE-A. The kitchen police (KP) will be provided by the exercise unit(s). The established policy for selecting personnel for KP duty is that no one soldier will miss more than one training day to pull KP. No permanent KPs will be used. The unit will prepare a duty roster for KP. The Log TF 35 will provide paper plates and disposable tableware, as required. The U.S. personnel meal hours

will be announced and posted. U.S. personnel will use the dining facility at Takigahara Cantonment Area.

5. Postal Services. An Army Post Office (APO) will be established in Building 12, Takigahara Cantonment Area. Multi-service postal support for U.S. participants will be provided. Participating units will designate an individual to serve as mail clerk with the responsibility to pick up and distribute respective personal mail. Designated mail clerks will report to the APO upon arrival at the exercise site to coordinate mail pick up times. Mail pick up times will depend on the transportation delivery schedule. Postal services will include stamp sales. Registered mail, certified mail, insured mail and money orders will not be available. Exercise mailing addresses are as follows:

Personal Mail:	Official Mail:
Rank/Name	Commander
Unit # or Designation	Unit # or Designation
ATTN: Orient Shield 2003	ATTN: Orient Shield 2003
APO AP 96339	APO AP 96339

6. Yen Sales/Check Cashing. The Finance Support Office, DCSRM (FSO) will establish operations in Bldg 12. at the Takigahara Cantonment Area. Hours of operation will be established and posted. FSO will sell Japanese Yen, cash personal checks (\$200.00 limit per day) and Government Treasury checks (made out to the individual cashing the check). No two party checks or two party money orders will be cashed. FSO will not repurchase yen from exercise participants. The TF 2-35 IN must provide a bad check list to FSO upon arrival. Personnel on these lists will be denied check cashing privileges. There is no automatic teller machine (ATM) at the exercise site. Most local Japanese banks with ATM do not accept American Express Cards. Casual payments and advances of travel will not be paid by the local finance office to participants of the exercise.

7. **Red Cross.** Red Cross notification will be through the USARJ system with notification at the site via the Log TF 35 control element. Red Cross rapid communication services are available on a 24 hour basis to and from American Red Cross CONUS and other Red Cross world wide locations as follows:

- a. Duty hours: Station Manager, Camp Zama, Japan DSN 263-3166/5297.
- b. Non-duty hours: Red Cross emergency duty worker, Yokota Air Force Base, Japan DSN (315)225-2536/2537.
- c. Personnel participating in the exercise are requested to inform relatives that emergency notification must be transmitted through their local Red Cross to the Red Cross in Japan. This communication flow of emergency situations will help expedite emergency leave processing.
- d. Military Aid Society loans for emergency travel will be approved by the Army Emergency Relief or American Red Cross. Military Reservists on active duty less than 30 days are not eligible for financial assistance loans. If on active duty for more than 30 days they must have a copy of activation orders to obtain loan. Contact Camp Zama personnel for assistance during duty hours and Yokota Command Post for after hour's assistance. In the event that an individual is unable to make contact with either the American Red Cross or the Army Emergency Relief prior to departure from Japan, the individual will have funded travel orders from Japan and upon first port of entry into the United States may contact the American Red Cross or Army Emergency Relief.

8. **Emergency Leaves.** TF 2-35 IN personnel notified of an emergency leave situation will report to the Battalion S1 for processing. The Battalion S1 will contact Log TF 35 for the following applicable assistance:

- a. Obtaining in-country (Japan) airline reservations and tickets.
- b. Ground transportation to the airport and travel itinerary to destination.

c. Obtaining emergency financial assistance through the Red Cross or Army Emergency Relief.

d. Obtaining fund cite for return travel to the port of debarkation.

e. Narita International Airport has a mandatory 2,040 yen departure fee for all persons departing on international flights. Osaka International Airport has a mandatory 2,650 yen departure fee for all persons departing on international flights. These charges are included in the ticket price. Money exchange facilities are available at both the exercise site and the airport.

9. Movies/Cultural Orientations. Video movies will be shown in Bldg 1037. A schedule of movies and cultural orientations to local points of interest will be published.

10. Religious Services/Chaplain Support. The exercise unit will provide services and chaplain support. Catholic services will be provided by TF 2-35, either by a military Catholic chaplain, or a soldier led Communion service. Exact dates and times of services will be announced on site.

11. Post Exchange. A small exchange facility will be established in building #12. with a standard package of health, morale, and other items for sale. Major items (e.g. stereos) will only be available through the catalog operation. The exchange will accept cash, personal checks (subject to verification), and credit cards (MC/VISA) providing communications link for verification is available.

12. Barber Services. An AAFES barber is **NOT** available in the Takigahara Cantonment Area. It is highly recommended that soldiers get a haircut just prior to deployment. A Japanese barber is available at a cost of approximately 2000 yen (about \$20.00).

INFORMATION ON US - JAPAN STATUS OF FORCES AGREEMENT (SOFA) AND LEGAL GUIDANCE:

1. **General.** While in Japan, all active duty military personnel, including reservists on active duty training, are subject to both U.S. and Japanese laws. Members of the U.S. forces in Japan have certain rights, privileges, and special protections which have been accorded by the SOFA. In return, the SOFA makes it the duty of all members of the U.S. forces to respect the laws of Japan and to abstain from any activities inconsistent with the spirit of the Agreement.
2. **Entry into Japan.** All persons not on military orders must have a U.S. passport upon entry into Japan. Those in a tourist status are not required to have a visa and may stay in Japan up to 90 days. Individuals in a tourist status are not entitled to SOFA privileges and entitlements, even when accompanied by their military sponsors.
3. **Customs.** There is no Japanese customs duty imposed on personal effects brought into Japan by members of the U.S. Armed Forces for their private use. For goods bought in Japan, there may be customs duty imposed by the U.S. Customs Service upon return to the States. Generally, articles with the total purchase value of \$400.00 or less (based on the fair retail value of the item in the country where acquired) may be exempt from duties, except that only 1 liter of liquor and up to 200 cigarettes may be included in the exemption. **NOTE:** Pursuant to changes enacted in the Balanced Budget Act of 1997, U.S. tobacco products purchased at overseas duty-free locations may not be taken back to the United States. These duty free locations include Exchange and Commissary facilities. Recently, U.S. Customs has announced its intent to enforce the ban by levying fines of \$1,000 or more against offenders.
4. **Criminal Jurisdiction.** Japanese authorities have the primary right to exercise criminal jurisdiction over members of the U.S.

Armed Forces for most criminal offenses. A soldier who becomes involved in an incident should contact the nearest U.S. or JSDF MP office. Personnel apprehended off-post by the Japanese police may be detained in Japanese custody for up to 23 days. The Japanese police are required to notify U.S. authorities immediately of such custody, but are not required to transfer custody. Narcotics offenses, including even small amounts of marijuana, are severely dealt with under Japanese law. If a U.S. military member is under investigation, he/she will be placed on administrative hold by the USARJ Commander, and will not be allowed to leave Japan.

5. Driving.

a. When operating a motor vehicle in Japan, a driver must possess a motor vehicle license that authorizes driving in Japan, issued by the local Provost Marshal office. Under Japanese law, every licensed driver is a professional driver. Therefore, all drivers are expected to exercise an extremely high standard of care. Drunk driving is a criminal offense and the blood alcohol limit is very low, .03 ml. (most states are .08 ml). The United States has primary jurisdiction over vehicular accidents while in the performance of official duty.

b. Pursuant to USARJ Supplement 1 to AR 190-5, Motor Vehicle Traffic Supervision, paragraph 2-1c, personnel on Temporary Duty (TDY) or Invitational Travel Orders for less than 90 days are not permitted to operate any motor vehicles, except as required for official duty. Additionally, personnel on TDY are not authorized to rent vehicles from commercial agencies.

6. Claims. All incidents/accidents involving personal injury to, or death of a Japanese national, or damage to property belonging to a Japanese national must be reported, thoroughly investigated and forwarded to the USAF. The USAF has single-Service claims responsibility in Japan. The Japanese national(s) involved will be advised to contact the local DFAB.

7. **Demonstrations.** If anti-U.S./anti-exercise demonstrations are encountered, keep calm. Their intent is to provoke U.S. personnel. Do not fall into their trap. Avoid confrontations. The Japanese authorities are responsible for keeping public order.

8. **Gifts.** The following paragraphs provide information regarding ethical and regulatory requirements, and limitations on acceptance of foreign gifts (See also the paragraph on appropriate gifts in the section covering Japanese customs and courtesies on page 34).

a. Personnel will not solicit or accept gifts from a prohibited source (e.g., someone who has an interest in the performance of official Army missions) or gifts given because of the employee's official position.

b. The following are exceptions to the general rule prohibiting accepting gifts from foreign government sources:

(1) Gifts of minimal value. Gifts of minimal value may be accepted from government of Japan officials. "Minimal value" is defined as having a retail value not in excess of \$285.00.

(2) Gifts valued above \$285.00 cannot be accepted, unless refusal of the gift would be likely to cause offense or embarrassment to the donor, or could adversely affect the foreign relations of the United States. Such gifts can only be accepted on behalf of the United States, become the property of the United States, and must be reported and deposited with the Commander, U.S. Personnel Command, ATTN: TAPC-PDO-IP, Alexandria, Virginia 22332-0474, for disposal, official use, or forwarding to the General Services Administration.

c. The recipient of a gift should keep a record of the circumstances of the presentation, including date and place of presentation, name and official title of the donor, and a brief description of the gift and its appraised U.S. retail value.

d. Non-gifts. The term "gift" includes almost anything of monetary value, except:

(1) Coffee, donuts, and similar modest items of food and refreshments when offered other than as part of a meal.

(2) Greeting cards and most plaques, certificates, and trophies that are of little intrinsic value.

(3) Rewards and prizes in contests open to the public.

e. Foreign corporations and individuals not considered "foreign government" sources, are treated the same as American donors. If they are "prohibited sources" (e.g., having an interest in the performance of official Army missions) gifts cannot be accepted that exceed \$20.00 per gift or \$50.00 per year., and cannot be cash.

f. Upon return to duty station following the exercise, it is recommended that gifts received be reviewed by the Ethics Counselor, Office of the SJA. Reservists normally may utilize Ethics Counselors of active duty units or their unit's Ethics counselor. For USARJ, the Ethics Counselor is located in the Client Services Section, Office of the SJA, at DSN 263-3331.

9. The above information is not intended to serve as a substitute for prompt and competent legal advice. Specific questions should be directed to the SJA Office, USARJ, Camp Zama (DSN 263-3156/7237).

JAPANESE CUSTOMS AND COURTESIES

1. **GENERAL GUIDANCE.** This section is designed to provide information on various social situations that exercise participants are likely to encounter and to educate and guide them in relationships with the Japanese. This is intended as a guide only and its application must be tempered to the circumstances and use of common sense.

a. As Americans in Japan, we are not expected to act exactly as the Japanese. Accordingly, it is neither necessary nor appropriate to emulate each and every custom and mannerism of your hosts.

b. The good manners and etiquette of our American culture can serve us well in Japan. Proper behavior in accordance with contemporary American standards, together with a touch of modesty, is perfectly appropriate in Japanese business and social settings.

2. GREETINGS

a. In Japan, while the hand-shake greeting is common between Japanese and Americans, saluting and bowing are common and highly respected practices within the respective military and civilian sectors. Japanese military personnel render the hand salute on all occasions when greeting another military service member of counterpart, regardless of rank. As in the U.S. Armed services, it is customary for Japanese enlisted personnel to salute officers, but unlike the U.S. military, Japanese enlisted members also render salutes to each other. Therefore, it is appropriate for U.S. military members to greet the Japanese military counterparts of all ranks with a proper military hand salute. As in the U.S. Army saluting is usually restricted to out-of-doors.

b. Bowing within the military ranks is commonly practiced in addition to the hand salute to extend courtesy and respect from subordinate to superior. Although bowing by Americans to the Japanese is not absolutely required, it is highly recommended as a gesture of goodwill and respect. If sincerely executed, the American will be held in high esteem. As Americans, we are not expected to bow as deeply from the waist as would a Japanese. We should execute our bow by lowering our head and shoulders slightly forward in a sincere manner. This gesture may be rendered as many times as required during a meeting, and is appropriate within both the Japanese military and civilian communities. Bowing is proper both indoors and outdoors.

3. MEISHI

a. Business cards or "Meishi" are a universal part of Japanese business, governmental, and military interactions. Business cards are commonly exchanged during introductions. The giving of a

business card is a serious gesture in Japan; it is a type of commitment, for it automatically opens the door to direct contact at any time. U.S. officers, senior noncommissioned officers, and staff-level U.S. civilian employees are encouraged to use business cards.

b. When receiving a Meishi, take a few moments to examine the card. Take note of the person's name, duty position, and any special qualifications indicated on the card. Because the Meishi symbolically represents the person who gave it to you, do not write on it, fold it, etc., in the presence of its owner. Treating the Meishi with disregard implies a lack of respect for the person from whom you received it.

c. Normally, both parties exchange Meishi. When you present your card, present it with the Japanese translation side, if you have bilingual cards. If your Meishis are only in English, present the card so that the other person can read it.

4. GIFTS

a. Gifts are exchanged between U.S. Armed Forces members and their Japanese hosts on both official and personal occasions such as welcome or sayonara parties. Gifts may range in price and simplicity according to one's economic status. Gift giving is an established Japanese tradition and accordingly is a very sensitive issue. For example, to refuse a gift under normal circumstances could be construed by the Japanese as offensive.

b. In some instances, acceptance of a gift from a Japanese by a service member could range from being illegal to being completely harmless such as in the case of the acceptance of a non-duty-related gift of nominal cost from a personal Japanese friend. Any gift that you receive and are in doubt as to its legality should be reported to your Commander for advice concerning the gifts disposition.

c. Also, remember if we accept a gift from our Japanese hosts, we should find a suitable way of reciprocating. Commonly used gifts are American chocolates/candies, unit patches, tie pins or coins, and/or other inexpensive memorabilia such as items that

are unique or representative of the United States or your hometown. The gifts should be simply wrapped. It is not the Japanese custom to open a gift in front of the person who gave it; however, they are usually familiar with American customs and will probably open the gift while you are there.

5. SOCIAL OCCASIONS

a. Parties are frequently used in Japan, not only to relax, but also to do business. Attending them is usually a good step towards improving the relationship. These parties normally include snacks, singing (Karaoke); and drinks, although there is no obligation to drink alcohol. Concerning Karaoke, it is expected that you give it a try. No one is expected to be good at it, but only to relax and try his or her best. To assist in your debut, there is usually a small selection of songs in English from which to choose

b. Mingle freely and make acquaintance with as many of the Japanese as possible. Enjoy the refreshments, but remember modesty is the rule. Overindulgence or unusual behavior will leave a lasting, poor impression with our Japanese hosts. Conversation should be light and friendly. A common conversational topic at these affairs is the use of "Hashi" or "Chopsticks" by foreign guests. Usually the Japanese will admire and compliment you on how skillful you are in their use. As a matter of courtesy we should be aware of certain basic rules of etiquette in the use of chopsticks; never pass food from chopsticks to chopsticks because this is a ceremonial gesture during cremation services; never stand chopsticks straight up in a rice bowl because this gesture is used for food offerings to the dead; and never spear food with chopsticks, as this is impolite. Use of the chopsticks, even with obvious difficulty, is perfectly acceptable for Americans and will favorably impress our Japanese friends.

c. Depending on the occasion and whether it is a group or individual function, either party may pay. Official governmental and military group counterpart functions are usually paid for entirely by the American or Japanese agency extending the invitation.

On an individual basis, it is usually best to agree to "Dutch treat". This method is realistic, relieves the burden of expense on both parties, and eliminates the possibilities of future obligation.

d. If time and money allow, there are often second and third parties, particularly if the first party was an official function. There is no obligation to continue attending subsequent parties; however, expect your reasons for leaving to be questioned. Your counterpart may be worried that you are not having a good time.

6. INTERCULTURAL COMMUNICATION

a. Most Japanese can speak some English as English is taught quite extensively in Japan beginning with junior high school through college or university. However, their English-speaking ability is more limited than their reading and writing skills.

b. It should be remembered that no matter how well our Japanese counterparts and friends may speak English, it is their second language and we must not assume that their comprehension and response levels are the same as an American English speaker. We should speak slowly and clearly, and avoid using baby talk, excessive slang, and "pidgin English". Misunderstandings could create many problems. So, when in doubt or when it becomes apparent that what is being said may not be understood at all, it is best to request the assistance of an interpreter or translator, especially during business discussions. Most Japanese not only enjoy speaking English with Americans, but enthusiastically welcome every opportunity to practice. Remember, it is best to use short, concise phrases in well-structured, simple sentences to obtain the best results. Take advantage of the opportunities to learn and use new Japanese skills; it will enhance your performance and interest, both professionally and personally.

7. USING THE OFURO.

a. The ofuro is a public bathing area. It includes a dressing area, hot tub, and a bathing area with showers and faucets. Males and females have different ofuros.

b. For many Americans, using the ofuro is a new experience, which rapidly becomes popular during the exercise. To use the ofuro, there are several points to remember:

(1) First, never wear your street footwear (boots, shoes, sandals, etc.) into the dressing area. As you enter the ofuro, there will be shelves on which to place your footwear. The high usage of the ofuro makes removal of footgear necessary to prevent the floors from becoming dirty and muddy.

(2) Once inside, remove your clothes and place them in the bins provided. (There is no security, so secure your valuables prior to going to the ofuro).

(3) After you have undressed, proceed to the bath area with your wash cloth, pan (there usually are plastic wash pans available in the ofuro) and soap. NOTE: When moving around the ofuro, it is customary to cover yourself with your wash cloth. Wash yourself **before** getting into the hot tub - do not treat the hot tub as if it were a hot bath. The hot tub is **only** for soaking the body **after** it is clean, not cleaning it. This is necessary since the hot tub water is only changed about once a week and would become unusable if you entered it prior to washing. There is absolutely no soap allowed in the hot tub. Also, it is not customary to submerge your head in the tub or pour water over your head while in the tub - **and absolutely no swimming in the tub.** Prior to leaving the bathing area, make sure it is clean.

The Japanese are very meticulous about these common-sense rules.

THE HOME VISIT PROGRAM (HVP)

1. **General.** This section provides general information on the HVP that some exercise participants will partake during Orient Shield 03.

a. The HVP exists to support the establishment of positive relationships at the individual level between Japanese civilians and U.S. military personnel. The HVP does this by exposing U.S. participants to an average Japanese family. The program also exposes Japanese host families to the quality of U.S. military personnel who come to Japan in support of the Mutual Security Agreement.

b. The intent of the program is not related to MWR programs. It is not designed solely for the purpose of entertaining soldiers, even though this is one of the positive outcomes of this unique experience. The objective of the HVP is to improve the cross-cultural knowledge of both Japanese and American participants to make and improve relations at the grassroots level.

2. Schedule.

a. Date and time. The dates and times of the visits will be coordinated with the DCSHNA representative during Orient Shield 03. Visits will take place on Sunday, November 17th. The time is from approximately 1800 until 2100. Visits will be conducted in the local area.

b. Allocation. The numbers of slots have yet to be determined. Each Japanese family will host approximately three U.S. soldiers in their home. In the event that additional slots become available, these will be filled with alternates on the stand by list. The unit HVP coordinators are responsible for the administration required filling the quotas.

3. Procedures.

a. The HVP coordinators, or their representatives, will conduct a cultural awareness briefing on the same day as the home visits approximately one hour before the participants and host families meet for the first time. If selected, attendance is mandatory to participate in the program. The briefing will provide some background on Japanese culture that each participant will experience, tips on handling various situations, and simple etiquette to prepare the U.S. soldier to represent the United States in the best way possible. Before the briefing, the HVP coordinators will disseminate administrative information and establish accountability of the participants. Alternates on the standby list will also attend the briefing.

b. At a time to be determined on the scheduled afternoon, participants and alternates will assemble in the designated area. Unit Commanders, OIC's, NCOIC's, and HVP coordinators are responsible to ensure that soldiers selected to participate in the HVP are at the proper location on time and in suitable attire. If unforeseen circumstances prevent the participation of a soldier previously selected, then an alternate will fill his or her slot. The tentative return time to the exercise site is 2200, but this is flexible based on events that the host family plans, transportation, and unit requirements. All participants must check in with the U.S. HVP coordinators upon return to the exercise site. These coordinators will be located in a predetermined location at the main gate to establish accountability of returning participants.

c. The Unit HVP coordinators will provide, at actual cost to the participants, one envelope with a thank you card and postage. The purpose of these cards is for each participant to write a thank you note in English to their host family. Experience has shown that a short thank you note from each guest is greatly appreciated by the host family. Anticipated cost of these items is around \$1.50. The CG, USARJ also writes a thank you letter to each family at the end of the exercise. The cost of the envelope, thank

you card, and postage will also be collected from each participant during in-processing at this same location.

d. Experience has shown that often the Japanese host families wish to send pictures taken during the home visit and small gifts to the soldiers who visited their homes sometimes weeks after the end of the exercise. You should provide your home address to the host family. Though not mandatory, it is also a good idea for each participant to purchase a small gift to present to the host family during the home visit. The gesture is much more important than the actual value to the gift.

4. Dressing for the Home Visit Program. Neither the battle dress uniform nor any uniform items are permitted. Casual civilian clothes and a collared shirt are required. Clothes must be clean, serviceable, and without holes (especially the socks – remember, in Japan you must take off your shoes as you enter a home). On that same vein, WEAR socks or stockings; bare feet are bad manners. NO T-shirts. It is recommended that if a woman wears a skirt, it should be long enough to allow her to sit on the floor without the skirt riding up the legs. It is also recommended for the men that the pants be loose enough to allow them to sit cross-legged on the floor without restricting circulation in the legs. Use common sense to avoid embarrassing yourself and your host family.

5. Conclusion. There is no question that the mission of the exercise and training take priority over social events, but keep the following in mind when making decisions about who will participate in the HVP. In Japan, the Japanese do not normally entertain strangers in their homes. Accordingly, it is a significant event for the family when one or more U.S. service members visit their home. A couple of days prior to the visit, the host family usually begins preparing. Considerable time and money is put into the selection of foods and gifts to ensure that the guest has a positive and memorable experience. Because the homes are usually warm in the summer due to high fuel costs, the family may even decrease the temperature of their home during the summer months

to ensure the comfort of their guests. Therefore, changes or cancellations must be minimized to avoid insulting and inconveniencing the host families who have prepared to entertain American guests in their homes. Please enjoy the experience that the HVP offers, because it is a rare cultural opportunity.

THE CULTURAL TOUR PROGRAM

1. **General.** This section provides general information on the Cultural Tour Program during Orient Shield 03.

a. There are many culturally significant sites in areas near the site of this year's Orient Shield exercise. Many students of Japan consider this area important in Japanese history. Mount Fuji, area shrines and area gardens in particular may be of interest to Japan's visitors; tours are scheduled for execution on before the beginning of the actual exercise. More information will be available on site

b. Participation in these tours is voluntary and at a cost to the soldier, although the price is approximately 40% less than the cost would be if a soldier were to plan this tour alone. The actual cost will vary slightly depending on the number of participants. The anticipated cost to each soldier is between 30-35 dollars. Actual cost cannot be determined until the number of participants is known. More information will be available on site

2. **Schedule.**

a. The schedule for cultural tours is on November 14th and 17th.

b. Allocation. The slots for this tour will be filled on first come first served basis.

3. Procedures.

- a. Unit cultural tour coordinators will make every effort to determine the number of soldiers who wish to participate.
- b. Each bus will seat 45 soldiers. Ten days notice is required to cancel a tour bus without paying a fee; therefore, it is imperative that soldiers who sign-up for the program actually participate and pay their money. If they fail to do this, then the cost will increase accordingly for those who do participate.
- c. On each tour bus, there will be one Japanese tour guide. This guide will provide insights to make your experience a memorable one.
- d. It is the responsibility of each participant to return to the rally point to board the tour bus at the end of the free time. It is recommended that participants travel in pairs or groups. The senior participant on each tour bus will take responsibility for ensuring accountability before the tour bus departs to return to the exercise site. The senior participant will be provided a list of emergency phone numbers to use in case of emergencies or lost soldiers.
- e. The price of a lunch meal can range from \$5.00 at the corner convenience store to more than \$100.00 at a restaurant. If you are unsure about the price of a meal, be sure to ask before you eat.

4. **Dressing for the Cultural Tour Program.** Neither the Battle Dress uniform nor any uniform items are permitted. Casual civilian clothes are required.

5. **Conclusion.** The areas surrounding the exercise site have a rich cultural history. The group tours provide an economical way to see several sights within the area. Keep in mind that traveling in Japan is expensive and each soldier should have ample funds before beginning a sightseeing trip. Generally speaking, Japan is a very safe country in which to travel, but..... please use common sense to avoid trouble.

HELPFUL INFORMATION – CURRENCY



The currency in Japan is called "yen." United States currency (dollars) is not easily traded in Japan. Most merchants do not accept dollars, and U.S. credit cards are not generally accepted outside of metropolitan areas or in small establishments. A word of caution when making purchases on the local economy; check the price of all products, including meals, before you order or buy it. Many Japanese products are considerably more expensive than American goods. Host nation currency should only be exchanged at banks and other authorized exchange offices, of which there are many in Japan. Japanese currency comes in the following denominations: Paper money: ¥10,000; 5,000; 2,000 and 1,000. Coins: ¥500, 100, 50, 10, 5, 1. Japanese currency is illustrated above.

JAPANESE BARS OR "SNACKS"

Japanese bars are generally referred to as "snacks." At most Japanese drinking establishments, one pays by the hour, not by the drink, and a cover charge is often included. The cost varies from place to place, but you can generally find a bar in the neighborhood of about \$30-\$40 for an hour and a half. The types of drinks normally available from the bar include scotch and water

(mizuwari), which is the favored drink; sochu which is similar to vodka; and Japanese rice wine, better known as sake. Beer, juice and soda are also normally available.

You will also be provided a number of munchies or "snacks" to go with your drinks. These are not normally free, but you will get them and pay for them whether you want them or not. In fact, these items are often quite expensive, and that is one of the ways bar owners make their money. That is the system. Japanese patrons know it and accept it. You won't be able to change it, so just view it as part of the cultural experience.

Some snacks are very expensive and it is difficult to discern a bar's pricing system simply by looking inside the bar. Again, ask about the price before you sit down. Most places will gladly inform you of the cost and will not try to take advantage of you with hidden charges. It is a good idea whenever possible to go out with your Japanese friends and counterparts.

Virtually all snacks are staffed by young ladies and they have two principal functions: one is to keep your glass filled and your ashtray clean, and the other is to keep you entertained with conversation, singing and dancing. That is it. They will take good care of you while you are there because that is their job, not because you are necessarily witty, charming, and irresistible.

Sex is not for sale in the ordinary Japanese bar. Most proprietors are very strict with their girls because a bar lives and dies by its reputation. There are establishments in Japan that exist within the so-called "Floating World" where vice is the principal commodity. These establishments are often linked to underworld crime, are expensive, and foreigners are frequently not welcome.

It should be mentioned that among ordinary bars there are some where you will not be welcome. These may have signs saying, "Foreigners Not Welcome" or "Japanese Only." Discrimination exists in Japan and proprietors are not required to open their doors to everyone as they are in the United States. There are various

reasons ranging from a personal dislike of foreigners, to politics, to anti-military sentiment, to purely business reasons. Some proprietors simply want to maintain the status quo in their bars. You may never return to that particular bar and the proprietors depend on the clientele they have built up for their establishment's survival. They cannot afford to offend their steady customers and they may decide simply not to permit foreigners inside.

SINGING AND "KARAOKE"

Normally, the second party of the evening, and sometimes the first, will be at a karaoke club. This involves singing with a microphone in hand, and reading lyrics on a video screen while the music plays in the background. This form of entertainment is usually done with a large group of people, and everyone is expected to participate in the singing and joviality. The types of drinks normally available from the bar include scotch and water (mizuwari), which is the favored drink; sochu which is similar to vodka; and Japanese rice wine, better known as sake. Beer, juice and soda are also normally available.

The point of karaoke is not the singing or drinking, but relationship-building. It is developing trust between people who are working together for a common goal. The Japanese believe that people cannot work well together unless they have a trusting relationship and are comfortable with each other. Karaoke is intended to produce mutual trust and harmony. Don't be concerned about your singing ability, and don't be shy. No one expects professional singing ability, just an effort to participate and genuine goodwill. The Japanese will pay little attention to your singing ability, and if they like the song they may sing along. American songs from the '50s and '60s, Elvis and the Beatles are very popular. "My Way", Yesterday". "I Left My Heart in San Francisco", "Country Roads", etc., are sure winners. For a limited selection of Japanese songs translated into Romaji (Japanese words written in the English alphabet), contact USARJ DCSHNA office at 263-8540.

ALCOHOL CONSUMPTION

The Japanese work hard and they play hard, and when the men play, alcohol flows freely. While it is not necessary to drink, alcohol will always be offered. If you do not drink alcohol, expect to be asked many questions about your dislike of it and occasionally some pressure to imbibe. If you do drink, it is not necessary to drink in excess. The Japanese frown on loud, obnoxious drunks. Even when intoxicated, they are generally quiet and polite. They can laugh uproariously and dance and sing the night away at a club, but are expected not to make spectacles of themselves when they leave to go back out in public.

Americans frequently overindulge when they first come to Japan, because Japanese beer is stronger than ours, the bottles are bigger, and Americans drink faster. The common courtesy in Japan is to pour the beer for your drinking partners. One is expected to watch his social companion's glass and keep it topped off. When you want to stop drinking, allow your glass to remain full so that there is no room for your friends to pour more, but even this may not stop them! Also remember that the first party one attends on a given evening may not be the last, so go easy at first or you may miss all the later partying.

SOME COMMON WORDS AND PHRASES THAT MAY BE USEFUL

MILITARY

"BEI GUN"	U.S. Forces
"ZAI NI-CHI BEI RI-KU-GUN"	U.S. Army Japan
"RI_KU JI-EI-TAI"	Japan Ground Self Defense
"JI-EI-TAI"	Japan Self-Defense Force
"SHO-KO"	Officer
"HEI-TAI"	Soldier
"GAI-MU SHO"	MOFA or Ministry of Foreign Affairs
"NICH-I BEI"	Japan-American as in Society or "Japan US Bilateral Exercise."

USEFUL EXPRESSIONS

"HAI"	Yes. Does not always mean In fact, most of the time it
"ARI-GA-TO"	Thank You
"O-HAI-YO"	Good Morning
"KON-NICH-I-WA"	Good Day (use after 1000
"KOM-BAN-WA"	Good Evening
"KUD-A-SAI"	Please Give Me
"I-KU-RA DESU-KA?"	How much is it?; What is
"SAY-O-NA-RA"	Good Bye
"SU-MI-MA-SEN"	Excuse me (use when interrupting or
"GO-MEN NA-SAI"	I'm sorry

"O-NE-GAI SHI-MAS-U"	Please do me a favor, as in being understood.
"CHOT-TO MAT-TE"	Just a minute; wait a moment
"CHOT-TO MAT-TE KU-DA-SAI"	Please wait a minute
"HA-YA-KU"	Quickly; faster
"HA-YA-KU O-NE-GAI SHI-MAS-U"	Quickly please
"CHI-GAI MA-SU"	It is wrong
"SOH DESU"	That's right; that is so
"SOH DESU-KA?"	Is that right?
"WA-KA-RI MA-SEN"	I can't understand

PRONOUNS

"WA-TAK'-SHI (WA-TA-SHI)"	I, me (first person singular)
"WA-TAK'-SHI-TA-CHI"	We, us (first person plural)
"WA-TAK'-SHI-NO"	My, Mine
"A-NA-TA"	You (singular)
"A-NA-TA-TA-CHI"	You (plural)
"A-NA-TA-NO"	Your, yours
"KA-RE"	He
"KO-NO-HI-TO (KO-NOS-H'T-O)"	This person (he)
"A-NO-HI-TO (A-NOS-H'TO)"	That person (he) over there
"KO-NO JO-SEI"	This woman
"KAN-O-JO"	She; that woman
"A-NO JO-SEI"	She; that woman over there
"KO-RE"	This
"SO-RE"	That
"A-RE"	That over there
"KO-NO"	This...(book, etc)
"SO-NO"	That.. (book, etc)
"A-NO"	That.. (book, etc) over there

VERBS

"A-GE-MA-SU"

"A-RI-MA-SU

"A-RI-MA-SEN

"DE-KI-MA-SU"

"DE-KI-MA-SEN"

"DE-SU"

"HA-NA-SHI-MA-SU"

"HA-RAI-MA-SU"

"HA-SHI-RI-MA-SU"

"I-KI-MA-SU

"I-MA-SU"

"I-MA-SEN"

"I-RI-MA-SU"

"I-RI-MA-SEN"

"KAI-MA-SU"

"KI-RAI-DE-SU"

"KI-MA-SU"

"MI-MA-SU"

"MO-RA-I MA-SU"

"NA-RI-MA-SU"

"NE-MU-RI MA-SU"

"NO-MI-MA-SU

"NO-RI-MA-SU"

"OI-SHII DE-SU"

"O-KI-MA-SU"

"SHI-MA-SU"

"SHI-MA-SEN"

"SU-KI DE-SU (S'KI DE-SU)"

"SU-WA-RI-MA-SU"

"TA-BE-MA-SU"

"TA-CHI-MA-SU"

"U-RI-MA-SU"

Give to

Have, there is (with
inanimate objects, animals
& plants)

Don't have; there is not (see
above)

Can Do

Can't Do

Is, am, are

Talk

Pay

Run

Go

There is (with human
beings-see A-RI-MA-SU)

There is not (with human
beings)

Need

Don't Need

Buy

Don't Like

Come

See

Accept, receive

Become

Sleep

Drink

Ride

Tastes good; its delicious

Awaken

Do

Won't Do

Like

Sit

Eat

Stand

Sell

"WA-KA-RI-MA-SU"	Understand
"A-RU-KI-MA-SU"	Walk
"HO-SHII DE-SU"	Want
"KA-KI-MA-SU"	Write

NOUNS - "MONO" (THINGS)

"A-KA"	Red
"A-SA"	Morning
"BA-SHO"	Place
"CHI-KA TE-TSU"	Subway
"DEN-SHA"	Electric Train
"DEN-WA"	Telephone
"DO-HA"	Door
"E-KI"	Station
"EN-PI-TSU"	Pencil
"FU-KU-RO"	Bag
"HE-YA"	Room
"HI-RU"	Afternoon, noon
"HA-SHI" OR "O-HA-SHI"	Chopsticks
"HI-TO"	Human Being
"HO-TERU"	Hotel
"I-SU"	Chair
"KA-GI"	Key
"KA-MI"	Paper
"KEI-KI"	Cake
"KI-PPU"	Ticket
"KIT-TEH"	Stamp
"KO-DO-MO"	Child
"KOH-HII"	Coffee
"KU-DA-MO-NO"	Fruit
"MA-DO"	Window
"MEI-SHI"	Business Card
"MI-SE"	Store
"MI-ZU"	Water
"NI-KU"	Meat
"KA-NE or O-KA-NE"	Money

"ON-NA"	Female; woman; girl
"O-TO-KO"	Male; man
"O-YU"	Hot Water
"TA-BAK-O"	Tobacco; cigarette
"TA-KU-SHII"	Taxi
"YO-RU"	Night

ADJECTIVES

"A-KAI"	Red
"A-MAI"	Sweet
"A-TA-RA-SHII"	New
"A-TSU-I"	Hot
"CHI-SAI"	Small
"CHI-KAI"	Short, near
"E-RA-I"	Great; Superior
"FU-RU-I"	Old
"GEN-KI"	Vigorous; cheerful, feel OK
"HI-KU-I"	Short in height, shallow
"I-TA-I"	Hurt; have a pain
"KA-RAI"	Salty or spicy (hot)
"KA-TAI"	Hard
"KA-RU-I"	Light
"KA-YU-I"	Itchy
"KI-REI"	Beautiful; clean
"KI-TA-NAI"	Dirty
"KU-RA-I"	Dark
"KU-RO-I"	Black
"MA-RU-I"	Round
"MI-JI-KAI"	Short in length
"NA-GAI"	Long
"OI-SHII"	Delicious
"OH-KII"	Big
"O-MO-I"	Heavy
"O-SO-I"	Slow
"SA-MU-I"	Feel Cold
"SHI-RO-I"	White

"SU-KO-SHI"	Few
"TA-KA-I"	Tall; expensive
"TA-KU-SAN"	Many
"TO-HI"	Far
"TSU-KA-RE-TA"	Tired; bushed
"TSU-ME-TAI"	Cold to the Touch
"WA-RU-I"	Bad
"YA-SU-I"	Cheap
"YA-WA-RA-KAI"	Soft
"YO-I"	Good
"I-I; I-I DE-SU"	Good; Its good (OK)

WIND CHILL CHART

COOLING POWER OF WIND EXPRESSED AS EQUIVALENT CHILL TEMPERATURE										COOLING POWER OF WIND EXPRESSED AS EQUIVALENT CHILL TEMPERATURE									
WIND SPEED																			
MPH	TEMPERATURE (DEGREES F)									TEMPERATURE (DEGREES F)									
0	40	35	30	25	20	15	10	5	0	-5	-10	-15	-20	-25	-30	-35	-40	-45	-50
EQUIVALENT CHILL TEMPERATURE										EQUIVALENT CHILL TEMPERATURE									
5	35	30	25	20	15	10	5	0	-5	-10	-15	-20	-25	-30	-35	-40	-45	-50	-55
10	30	20	15	10	5	0	-10	-15	-20	-25	-35	-40	-45	-50	-60	-65	-70	-75	-80
15	25	15	10	0	-5	-10	-20	-25	-30	-40	-45	-50	-60	-65	-70	-80	-85	-90	-95
20	20	10	5	0	-10	-15	-25	-30	-35	-45	-50	-60	-65	-75	-80	-85	-95	-100	-105
25	15	10	0	-5	-15	-20	-30	-35	-45	-50	-60	-65	-75	-80	-90	-95	-105	-110	-115
30	10	5	0	-10	-20	-25	-30	-40	-50	-55	-65	-70	-80	-85	-95	-100	-110	-115	-120
35	10	5	-5	-10	-20	-30	-35	-40	-50	-60	-65	-75	-80	-90	-100	-105	-115	-120	-125
40	10	0	-5	-15	-20	-30	-35	-45	-55	-60	-70	-75	-85	-90	-100	-110	-115	-125	-130
ABOVE NORMAL	LITTLE DANGER					INCREASING DANGER (FLESH MAY FREEZE WITHIN 1 MINUTE)					GREAT DANGER! (FLESH MAY FREEZE WITHIN 30 SECONDS)								

FIELD EXPEDIENCY: A LARGE PLASTIC BAG
SERVE AS AN EMERGENCY THERMAL SHIELD
USE BUDDY SYSTEM IN OUTDOOR SPORTS

Insignia of Rank of Japan Self Defense Forces					
Ground		Maritime		Air	
General Chief of Ground Staff		Admiral Chief of Maritime Staff		General Chief of Air Staff	
Lieutenant General		Vice Admiral		Lieutenant General	
Major General		Rear Admiral		Major General	
Colonel		Captain		Colonel	
Lieutenant Colonel		Commander		Lieutenant Colonel	
Major		Lieutenant Commander		Major	
Captain		Lieutenant Senior Grade		Captain	
First Lieutenant		Lieutenant Junior Grade		First Lieutenant	
Second Lieutenant		Ensign		Second Lieutenant	
Warrant Officer		Warrant Officer		Warrant Officer	
Sergeant Major		Chief Petty Officer		Chief Master Sergeant	
Master Sergeant		Petty Officer First Class		Master Sergeant	
Sergeant First Class		Petty Officer Second Class		Technical Sergeant	
Sergeant		Petty Officer Third Class		Staff Sergeant	
Corporal		Leading Seaman		Airman First Class	
Private First Class		Seaman		Airman Second Class	
Private		Seaman Apprentice		Airman Third Class	
Recruit		Seaman Recruit		Airman Basic	

Long Distance Calling Instructions

Special long distance phones have instructions on the phone. The following should work from most commercial phones:

Insert calling card, wait for dial tone, and dial the following numbers from a commercial phone to reach the following long distance operators:

- (1) ATT credit card or collect calls: Dial 00539-111 for the AT&T operator.
- (2) MCI credit card and collect calls: Dial 00539-121 for the MCI operator.
- (3) Sprint credit card or collect calls: Dial 00539-131 for the Sprint operator.

(Source: USFJ Phone directory and Camp Zama Operator).

Climatic and Weather Conditions.

Higashifuji area weather is not much different from the four seasons in the United States. January is the coldest month of the year. July is the warmest month of the year.

OPERATIONAL CLIMATIC DATA SUMMARY													
STATION: TACHIKAWA (JASDF) JAPAN				STATION #: 476600				ICAO: RJTC					
LOCATION: 3542N 13924E				ELEVATION (FEET): 322				LST = GMT 9					
PREPARED BY: AFCCC/DOS, 1-Mar 1995				PERIOD: 7301-9212									
SOURCE NO.	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
1. TEMPERATURE (F)													
EXTREME MAX 1/2	70	79	76	84	90	95	102	99	96	90	79	75	102
MEAN DAILY MAX 1	48	48	54	64	72	77	82	87	79	69	61	53	67
MEAN 1	42	43	49	60	68	73	79	82	74	64	55	46	61
MEAN DAILY MIN 1	29	31	38	50	59	66	72	75	68	56	44	34	52
EXTREME MIN 1/2	13	16	18	28	36	48	58	60	45	32	25	19	13
# DAYS GE 90 1/2	0	0	0	0	#	1	8	14	2	#	0	0	25
# DAYS LE 32 1/2	22	17	5	#	0	0	0	0	0	#	2	14	60
# DAYS LE 0 1/2	0	0	0	0	0	0	0	0	0	0	0	0	0
2. PRECIPITATION (INCHES)													
MAXIMUM 4	6	4.5	6	7.4	15.6	19.1	11.5	16	18.9	14.3	7.2	8.5	84.7
MEAN 4	2	2	3.4	4.1	5.4	7.7	5.8	8.1	7.4	7.5	3.2	2.2	59.2
MINIMUM 4	0.1	0.1	1.4	0.6	1.9	1.1	1.2	2	0.7	2.7	0.4	0.1	41.1
MAX 24 HR 4	2.8	1.8	2.7	3.3	4.4	11.2	5.8	8.3	9.8	4.7	3.4	3.1	11.2
# DAYS GE 0.01 4	6	7	9	11	12	14	13	11	13	12	8	5	122
# DAYS GE 0.50 4	1	1	2	3	4	5	3	5	4	5	2	2	37
3. SNOWFALL (INCHES)													
MEAN 4	2.3	5.7	2.7	0.4	0	0	0	0	0	0	0	0.1	10.1
MAXIMUM 4	15	15.6	20	4.6	0	0	0	0	0	0	0	1.3	30.1
MAX 24 HR 4	9.6	11.6	11.2	3.6	0	0	0	0	0	0	0	1.3	11.6
# DAYS GE 0.1 4	1	2	1	#	0	0	0	0	0	0	0	#	4
# DAYS GE 1.5 4	1	1	1	#	0	0	0	0	0	0	0	0	2
4. MEAN RELATIVE HUMIDITY (%) /VAPOR PRESSURE (IN HG) /DEWPOINT (F)													
RH (7 LST) 1	76	75	76	77	79	86	89	87	88	88	86	81	83
RH (14 LST) 1	40	43	49	52	54	65	66	63	65	59	53	44	55
VAPOR PRESS 1	0.13	0.15	0.2	0.31	0.41	0.59	0.73	0.78	0.63	0.42	0.28	0.18	0.4
DEWPOINT 1	23	25	32	43	52	62	69	71	64	52	41	30	47
5. SURFACE WINDS 16 PT/KTS/99.95% HIGHEST PRESSURE ALTITUDE (FEET)													
PVLG DRCTN 1	N	N	N	SE	SE	SE	SE	SE	N	N	N	SN	N
MEAN SPEED													
(PVLG DRCTN) 1	9	9	9	11	10	10	8	10	6	7	7	8	9
MEAN SPEED													
(ALL OBS) 1	6	6	7	7	7	6	5	6	5	5	5	5	6
MAX PEAK GUST 1/3	42	47	47	58	41	37	34	58	52	80	45	42	80
PRESSURE ALT 1	*	*	*	*	*	*	*	*	*	*	*	*	*
6. MEAN CLOUD COVER (8THS) /THUNDERSTORMS/FOG/BLOWING SAND & DUST (BNBD)													
CLD COVER 1	3	4	4	5	5	6	5	5	5	5	4	3	5
DAYS TSTMS 1	#	0	#	#	1	1	2	3	1	#	#	#	9
DAYS FOG LT 7 1	7	7	11	11	12	17	22	22	18	16	15	12	170
DAYS BNBD LT 7 1	#	#	#	#	#	0	#	0	0	0	0	0	1
REMARKS: * = DATA NOT AVAILABLE # = LT 0.5 DAY, OR 0.05 INCH, OR 0.5% AS APPLICABLE													
\$ = % CALM GT PVLGN DRCTN													
) = BASED ONLY ON AVAILABLE DATA, I.E. LT 24 HRS/DAY, OR LT 12 MONTH/YR													
ANNUAL TOTALS MAY NOT EQUAL THE SUM OF MONTHLY TOTALS DUE TO ROUNDING													

OPERATIONAL CLIMATIC DATA SUMMARY													
STATION: TACHIKAWA (JASDF) JAPAN				STATION #: 476600				ICAO:RJTC					
LOCATION: 3542N 13924E				ELEVATION (FEET): 322				LST = GMT 9					
PREPARED BY: AFCCC/DOS, 1-Mar 1995				PERIOD: 7301-9212									
7. PERCENTAGE FREQUENCY OF OCCURRENCE (%FREQ) OF CEILING AND/OR VISIBILITY (CIG/VIS) LT 3000/3 STATUTE MILES (MI) (SOURCE NO.1)													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
00-02 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
03-05 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
06-08 LST	13	21	29	34	34	55	64	50	47	34	26	13	35
09-11 LST	11	19	23	29	28	48	54	41	41	28	26	16	30
12-14 LST	11	19	26	26	28	44	47	37	39	26	21	13	28
15-17 LST	12	19	29	25	26	38	45	33	37	29	27	22	28
18-20 LST	30	68	16	33	25	89	45	64	45	30	43	22	42
21-23 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
ALL HOURS	15	29	24	29	28	55	51	45	42	29	28	17	32
8. % FREQ OF CIG/VIS LT 1500/ 3 MI (SOURCE NO.1)													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
00-02 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
03-05 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
06-08 LST	10	17	22	25	28	46	56	40	38	27	21	9	28
09-11 LST	9	14	16	20	18	36	41	27	29	24	22	13	22
12-14 LST	7	13	15	14	15	27	28	17	22	19	17	11	17
15-17 LST	8	13	17	15	13	25	27	16	23	20	22	19	18
18-20 LST	21	53	18	11	23	44	36	36	24	22	29	22	28
21-23 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
ALL HOURS	11	22	17	17	19	35	37	27	27	22	22	15	22
9. % FREQ OF CIG/VIS LT 1000/2 MI (SOURCE NO.1)													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
00-02 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
03-05 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
06-08 LST	5	11	13	16	17	30	36	25	24	17	13	5	17
09-11 LST	5	9	11	11	12	22	24	15	17	14	12	6	13
12-14 LST	4	8	10	9	9	17	16	8	14	11	9	5	10
15-17 LST	5	9	10	10	8	15	15	8	13	13	14	10	10
18-20 LST	16	37	9	11	8	44	9	36	12	11	14	3	17
21-23 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
ALL HOURS	7	14	10	11	11	25	20	18	16	13	12	5	13
10. % FREQ OF CIG/VIS LT 200/0.5 MI (SOURCE NO.1)													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
00-02 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
03-05 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
06-08 LST	1	1	1	1	#	1	2	0	1	1	1	1	#
09-11 LST	#	1	1	#	#	#	#	#	#	#	1	#	#
12-14 LST	1	0	#	#	#	#	#	#	#	#	#	#	#
15-17 LST	1	#	1	#	#	1	#	#	#	1	1	1	#
18-20 LST	2	0	0	0	0	1	0	0	0	0	0	0	#
21-23 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
ALL HOURS	1	#	#	#	#	#	#	#	#	#	#	#	#

OPERATIONAL CLIMATIC DATA SUMMARY													
STATION: TACHIKAWA (JASDF) JAPAN				STATION #: 476600				ICAO: RJTC					
LOCATION: 3542N 13924E				ELEVATION (FEET): 322				LST = GMT 9					
PREPARED BY: AFCCC/DOS, 1-Mar 1995				PERIOD: 7301-9212									
11. PERCENTAGE FREQUENCY OF OCCURRENCE (%FREQ) OF THUNDERSTORMS:													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
00-02 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
03-05 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
06-08 LST	0	0	0	#	#	#	#	#	#	0	0	#	#
09-11 LST	#	0	0	0	#	0	#	#	#	#	#	#	#
12-14 LST	0	0	0	1	#	1	2	1	1	0	#	0	#
15-17 LST	0	0	#	#	1	1	4	4	1	0	#	#	#
18-20 LST	0	0	0	0	0	0	8	4	0	0	0	0	1
21-23 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
ALL HOURS	#	0	#	#	#	#	3	2	#	#	#	#	#
12. % FREQ RAIN AND/OR DRIZZLE:													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
00-02 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
03-05 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
06-08 LST	4	10	15	17	15	24	20	14	24	17	12	4	14
09-11 LST	4	9	13	15	13	22	18	14	20	19	11	5	13
12-14 LST	4	10	16	16	14	21	15	12	19	16	11	6	13
15-17 LST	9	9	17	18	15	21	16	13	20	16	12	5	13
18-20 LST	5	12	14	14	12	24	18	23	18	14	14	3	14
21-23 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
ALL HOURS	4	10	15	16	13	22	17	15	20	16	12	4	14
13. % FREQ SNOW AND/OR ICE PELLETS:													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
00-02 LST	*	*	*	*	0	0	0	0	0	0	0	0	*
03-05 LST	*	*	*	*	0	0	0	0	0	0	0	0	*
06-08 LST	2	4	2	#	0	0	0	0	0	0	0	1	#
09-11 LST	3	5	3	#	0	0	0	0	0	0	0	1	1
12-14 LST	3	4	3	0	0	0	0	0	0	0	0	1	#
15-17 LST	3	3	2	0	0	0	0	0	0	0	0	1	#
18-20 LST	3	1	0	0	0	0	0	0	0	0	0	0	#
21-23 LST	*	*	*	*	0	0	0	0	0	0	0	0	*
ALL HOURS	3	3	2	#	0	0	0	0	0	0	0	0	#
14. % FREQ OF SURFACE WIND SPEEDS GT 25 KTS. (INCLUDING GUSTS):													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
00-02 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
03-05 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
06-08 LST	1	1	2	2	1	#	0	1	#	#	#	1	#
09-11 LST	3	3	4	4	2	1	#	2	1	1	1	2	2
12-14 LST	6	6	6	7	4	3	1	4	2	2	3	4	4
15-17 LST	4	6	6	7	5	2	1	4	2	2	3	3	3
18-20 LST	0	0	1	1	0	0	0	7	0	0	0	3	1
21-23 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
ALL HOURS	3	3	4	4	2	1	#	3	1	1	1	2	2

OPERATIONAL CLIMATIC DATA SUMMARY													
STATION: TACHIKAWA (JASDF) JAPAN							STATION #: 476600				ICAO: RJTC		
LOCATION: 3542N 13924E							ELEVATION (FEET): 322				LST = GMT 9		
PREPARED BY: AFCCC/DOS, 1-Mar 1995							PERIOD: 7301-9212						
15. % FREQ OF CEILING AND/OR VISIBILITY (CIG/VIS) LT 800/2 MI:													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
00-02 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
03-05 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
06-08 LST	5	10	12	14	15	28	34	22	22	16	12	5	16
09-11 LST	4	8	10	10	10	19	22	12	14	13	11	6	11
12-14 LST	4	8	8	8	8	14	14	7	11	10	9	5	8
15-17 LST	5	9	10	9	6	13	13	7	12	13	13	10	10
18-20 LST	6	7	0	1	0	14	9	6	10	10	14	3	6
21-23 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
ALL HOURS	5	8	8	8	8	17	18	11	14	12	12	6	10
16. % FREQ OF CIG/VIS LT 500/1.5 MI:													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
00-02 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
03-05 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
06-08 LST	3	6	8	9	8	15	22	10	10	8	7	3	9
09-11 LST	3	6	6	5	4	8	11	5	5	7	6	2	5
12-14 LST	2	4	5	4	2	7	7	3	5	5	5	3	4
15-17 LST	3	5	6	5	3	7	6	3	6	7	7	5	5
18-20 LST	7	1	0	1	0	3	0	0	0	3	4	0	1
21-23 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
ALL HOURS	3	4	5	5	3	8	9	4	5	7	6	2	5
17. % FREQ OF CIG/VIS LT 300/1 MI:													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
00-02 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
03-05 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
06-08 LST	1	3	4	3	4	7	10	4	4	4	4	1	4
09-11 LST	2	3	3	2	1	3	4	1	2	2	3	1	2
12-14 LST	2	3	2	2	1	2	3	1	1	2	3	2	2
15-17 LST	2	3	3	2	1	3	2	2	3	3	3	3	2
18-20 LST	2	5	0	1	0	2	0	0	0	2	0	0	1
21-23 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
ALL HOURS	2	3	2	2	1	3	4	1	2	2	2	1	2
18. % FREQ OF CIG/VIS LT 100/.25 MI:													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
00-02 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
03-05 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
06-08 LST	#	#	1	#	#	#	#	0	0	#	#	#	#
09-11 LST	#	#	#	#	#	#	0	0	0	#	#	#	#
12-14 LST	#	0	#	0	0	0	0	0	#	0	#	0	#
15-17 LST	#	0	#	0	0	#	0	#	0	0	0	0	#
18-20 LST	0	0	0	0	0	0	0	0	0	0	0	0	0
21-23 LST	*	*	*	*	*	*	*	*	*	*	*	*	*
ALL HOURS	#	#	#	#	#	#	#	#	#	#	#	#	#
SOURCE(S): 1. AFCCC DATSAV DATABASE, 7301-9212, 83938 TOTAL RECORDS													
2. WORLD WEATHER DISC, CD-ROM, BY WEATHERDISC ASSOCIATES, INC.													
3. RUSSWO, TACHIKAWA AB, JAPAN, POR: JAN 53 - DEC 62													
4. SUMMARY OF DAY, 1946-1968													

GENERAL DESCRIPTION OF THE AREA:

I. OVERVIEW OF KANAGAWA

A. Geography and Topography

Kanagawa Prefecture is located at almost the center of the main island of the Japanese archipelago. It stretches about 60km from north to south, and about 80km from east to west. Its land area is approximately 2,413 sq.km, which is only 0.6% of the national total, making it the fifth smallest prefecture in the country. At the north and east ends of the prefecture, it shares a common boundary with the Metropolis Tokyo, having close contact with it in terms of work and life. To the south lies the Pacific Ocean.

Kanagawa Prefecture is blessed with beautiful natural scenery, including an extensive coast line, lush mountains and lakes. There is Tanzawa mountain range in the west, with the Hakone volcano, part of the Fuji Volcanic Zone, to the south. In the center runs the Sagami River, creating a fertile plain and plateau along its basin. To the east lies a hilly area, and Miura Peninsula juts out into the Pacific Ocean, dividing it into Tokyo Bay and Sagami Bay.

B. Climate

Kanagawa Prefecture is located in the southern part of the Kanto District, and enjoys a mild climate due to the warm currents of the Pacific Ocean. In Yokohama, prefectural capital, the annual average temperature is about 16 degrees Celsius and total precipitation is 1,440mm.

C. Population

As of February, 1997, the population of Kanagawa was 8,295,375, about 6.6% of the national total. With 3,147,991 households, the prefecture averages 2.64 persons per household. With Japan's third largest population concentrated in a small land area, population density stands at 3,437 people per square kilometer. This is the third highest after Tokyo and Osaka.

The prefecture's population continued growing before and after

World War II, but the rate of growth has leveled off since the late 1970's. While the ratio of the age group 0-14 years is decreasing, that of 65 years and over has continued to increase.

Adjacent to the Metropolis Tokyo which has an enormous economic structure, the ratio of the daytime population in Kanagawa is low, compared with that of the population at night.

D. History

Kanagawa's first appearance on the stage of history took place about 800 years ago. The samurai warrior, Minamoto Yoritomo, chose Kamakura as his headquarters and for about 150 years Kamakura had been the seat of the military government. Before this point, Japan's political centers were in Kyoto and Nara.

In 1192, Yoritomo became the first shogun, or military ruler of Japan, and the reigns of power were transferred from the nobility to the samurai. This momentous event marked the opening of the feudal age in Japan. The ensuing period left its mark on Japanese culture with the introduction of Zen and other forms of Buddhist thought, and the development of art and literature.

In the 17th century, the capital was moved to Edo (present-day Tokyo) where the Tokugawa shogunate set up its military government and established a strict national isolation policy. During the Edo period, the Tokaido Highway, an traffic artery connecting Edo and Kyoto, was completed, making Kanagawa an important point of the East-West traffic in Japan. The Tokugawa Shogunate lasted for almost 300 years.

It was Yokohama that played an important role in opening the country again. In 1853, an American naval fleet appeared off Uraga village, and Commodore Matthew Perry pressured Japan to open its doors to the world. Following the signing of the Treaty of Amity and Commerce between Japan and the United States, the port of Yokohama opened in 1859, transforming what was once small fishing village into the birthplace of modern Japan.

As soon as the port was opened, more than 100 foreign trading firms were constructed in Yokohama. The number of

foreign residents in Yokohama increased every year, at one time accounting for more than half of the foreign residents in Japan. New ideas and inventions from the West were introduced to Japan primarily via Yokohama. The telegraph and the railway both had their origins in Yokohama, and Yokohama boasted the first ice-cream and the first beer in Japan as well as the first daily newspapers.

In 1923, the Kanto region, including Kanagawa and Tokyo, was struck by a huge earthquake, registering a magnitude of 7.9 on the Richter scale. Throughout Kanagawa Prefecture, nearly 30,000 people died and some 230,700 households, 86% of the total number, suffered damage from the disaster.

The Great Kanto Earthquake also destroyed the Industrial Belt along Tokyo Bay in Kawasaki and Yokohama, which had started to form around 1900. After the Earthquake, however, the industry in Kanagawa was reorganized in this area and developed rapidly again. Although this area enjoyed prosperity for some time, it suffered the second blow from the massive air raids by the Allied Forces toward the end of World War II. Some 6,000 people were killed and nearly 580,000 people suffered damage through the air raids over Tokyo, Kawasaki, Yokohama and the outskirts of those cities.

With the end of the War, various democratic reforms were made in Japan under unstable conditions after the defeat. Public election for prefectural governors, the Occupation land reform, the dissolution of zaibatsu (financial group), the introduction of 6-3 compulsory education system, etc. were implemented in this period to completely democratize the country. It was during this period that the basic structure of today's social system was established.

The road to the reconstruction of Japanese industry was longer and harder than before, but by the 1960's Japan entered an age of high economic growth that lasted until the first half of the 1970's. That period of time saw rapid economic, social, scientific and cultural progress, which paved the way for Japan's present-day development. Although the strain of the vigorous economic growth, including air and water pollution, has begun to appear during this period, various efforts are being made to overcome those difficulties.

II. PROFILE OF KANAGAWA

A. Life and Environment

The population of Kanagawa Prefecture has rapidly increased due to the massive inflow of people from Tokyo and other areas seeking housing, etc. As a result, Kanagawa has been rapidly urbanized and its urban area has continued to expand. There has been a vast built-up of urban facilities, such as roads and public service facilities. Consequently, life is considerably more convenient for the residents. At the same time, however, many social problems are arising, such as intensification of traffic congestion and deterioration of environment for raising young people. Therefore, securing sound, quality urban environment is one of the agendas for Kanagawa. In recent years, vulnerability to earthquakes is noted, since a large-scale earthquake is feared to hit the Tokai region including Kanagawa.

As the number of children in Kanagawa and the inflow of people to the region are decreasing today, an aged society with less children is expected to come after the population reaches its peak in the future. For these reasons, the pace of the growth and expansion of the urban area in Kanagawa is expected to slow down. Naturally, the quality of cities is considered to be more focused upon in its formation process. Projects such as redevelopment of the existing urban area will be more important in the city planning of Kanagawa.

1. Consumerism and Lifestyles

An increase in the income standard and a diversification of people's sense of values brought about a distinct change in consumer habits. Having gained "material affluence", an increasing number of people today want to realize their affluence by achieving "spiritual richness", such as purpose of life and a more comfortable, relaxed way of living. Furthermore, people now have more free time than before

because of a reduction in working hours led by the introduction of five-day workweek. As a result, an increasing number of people spend more time and money on lifetime education, hobbies and leisure. As Kanagawa is next door to the capital and has a well-developed transportation network, many people commute long distance to offices and schools. The extensive sphere of daily life causes an increase in the consumption outside of the prefecture.

2. Housing

Along with the rapid increase in population, the development of residential land progressed at a fast pace, and many houses were built throughout the prefecture from the latter half of the 1950's through the 1960's. The number of houses in the prefecture is the third largest in Japan, following Tokyo and Osaka. Statistically, there is one housing unit for every household. During the so-called bubble economy in the 1980's, the prices of land soared, leading to an increase in the price of housing. Today, such a trend of price increase has subsided.

However, there is still a shortage of affordable quality housing and rental housing at appropriate rent. Also, there still exist many other problems with regard to the surrounding environment. There are not enough public facilities such as libraries and parks. There are also problems such as noise and air pollution. The tasks needed to be carried out in the future include the reconstruction or improvement of existing homes, and the improvement of the quality of future homes, including protecting the surrounding environment. Emergency and disaster preparedness measures is also one of the tasks needed to be strengthened.

3. Health and Medicine

The average life span of prefectural citizens is getting longer year by year, owing to advances in health care and medical treatment, the enhancement of people's health awareness and the improvement in living conditions. However, it is clear that there are many more cases now of psychological problems,

caused by stress or alienation following the complication and diversification of life in this age of high technology. Also, there are more cases of high blood pressure, heart disease and other adult diseases due to obesity or hyperlipemia, brought about by lack of exercise and an unbalanced diet. Due to the aging of society, it is expected that more and more people will suffer from chronic diseases brought on by mental or physical malfunctions. We hope to further strengthen and improve health and medical services in the future.

4. Social Welfare

The average age of Kanagawa Prefectural citizens is the third youngest in the country. However, its society is rapidly aging at a pace exceeding the national average, and the number of children is decreasing. Against such background, Kanagawa Prefectural Government is promoting a plan titled "Kanagawa Health Care and Welfare Plan for the Aged". The plan is aimed to create a society in which elderly people can live comfortably and safely wherever they wish. Through the plan, the prefectural government promotes, for instance, provision of home-care services, such as home help services and visit nursing. Kanagawa has also been striving to create a "welfare-oriented society", where all the prefectural citizens can help each other, based on the philosophy of "normalization" and the idea that every one of us has potential to be found, developed and utilized in social life. Taking a step forward towards the future, the prefectural government is now beginning to make efforts in improving the quality of life through the creation of a "bright society of welfare and longevity", where all people can participate in society.

5. Environment

Kanagawa is densely populated. The population density is the third highest in the country. Development is still actively promoted in the prefecture, and needs to be dealt with appropriately. Damage to nature caused by industrial pollution and development has largely declined compared to the situation during the period of high economic growth. However, we still

have urban and domestic pollution problems such as air pollution caused by car emission and water pollution by waste water from households. These issues, combined with the waste problems such as mass waste dumping and illegal dumping, and destruction of precious nature by development and air pollution, are making today's environmental problems of Kanagawa diversified and complicated. Kanagawa Prefectural Government is coping with these problems through the action plan "Agenda 21 Kanagawa", which was formed following the Earth Summit held in Rio de Janeiro, Brazil.

6. Military Installations

Kanagawa Prefecture provides seventeen locations for US Forces. The total area taken up by US military bases is about 21.4 square kilometers in size, approximately one percent of the total prefectural land area. The 17 military bases include Yokosuka Naval Base and Camp Zama, where the Headquarters of US Naval Forces, Japan, and US Army, Japan, are located respectively. Camp Fuji is located in the vicinity of the Takigahara Cantonment Area. The number of US military installations in Kanagawa is the second largest in the nation, after Okinawa Prefecture. Most of these facilities are located in densely populated areas, and have various negative influences on the daily life of prefectural citizens. In order to insure security, welfare and a good living environment for prefectural citizens, Kanagawa Prefectural Government is striving in cooperation with the municipalities concerned to promote the rearrangement, consolidation and return of these facilities. The prefectural government is also making efforts to improve and strengthen the measures to cope with the problems surrounding the US military bases.

B. Industry

The industrial structure of this prefecture has changed considerably in line with the postwar economic growth in Japan. In 1950, 22.3% of the labor force in Kanagawa was engaged in primary industry, 30.5% in secondary industry, and 47.1% in tertiary industry. The corresponding figures in 1995 were 1.2%,

31.5% and 66.3%, indicating a drastic shift in the employment structure.

Secondary industry, especially the manufacturing industry, had been predominant in Kanagawa Prefecture which has grown as the core of the Keihin Industrial Belt. Although secondary industry yielded about 50% of the Gross Prefectural Product in 1970, this figure dropped to about 30% in 1994. On the other hand, the corresponding figures for tertiary industry increased from about 40% in 1970 to about 60% in 1994. However, added value per worker, which indicates labor productivity of the manufacturing industry, is above the national average, proving that the manufacturing industry in the prefecture still maintains a high standard in terms of product efficiency.

Many international enterprises in various field, such as electronics and biotechnology, are located in the prefecture. Kanagawa is also home to many research institutes. The number of research institutes newly established in Kanagawa from 1985 to 1994 accounted for some 12% of those in the whole country, making this the highest figure in Japan. With the development of economic globalization and horizontal division of labor, an increasing number of enterprises in Kanagawa have been advancing overseas recently. Furthermore, its advantageous location in the Tokyo metropolitan area has meant the establishment of many foreign-affiliated corporations in Kanagawa. Thus, internationalization of industry has been steadily progressing here.

1. Agriculture, Forestry and Fisheries

The waves of industrialization and urbanization have brought on a rapid decrease in the number of people engaged in primary industry. Consequently, the ratio of production in these three areas to the total industrial production of the prefecture has tended to decrease yearly.

In agriculture, while farmland is decreasing, it is being utilized more effectively, and intensive management is being conducted by employing advanced technology. Urban agriculture targeting at city dwellers in the neighborhood is being developed. Also, agriculture in Kanagawa is characterized by local specialities. Miura Peninsular produces white radishes

and cabbages, the central and Shonan regions are known for stock-breeding and horticulture, and the western region for tangerines and green tea. Although farming is conducted in suburban areas, self-sufficiency of perishables in the prefecture is kept at high levels.

Forests and woodlands make up about 40% of the land area in Kanagawa. Much of the forest land has been destroyed by urbanization. The conditions surrounding forestry are very harsh, such as decreasing and aging labor force in the woodland, the increasing imports of foreign lumber and the declining prices of domestic lumber. These and other factors have hampered the adequate maintenance and management of the woodland. Recently, citizens' awareness has been heightened, and forestation activities have been promoted with the participation of Kanagawa citizens.

The situation surrounding fisheries has become severer, while the importance of coastal fishing is increasing due to the tightened international regulations, including the implementation of the 200 nautical mile fishing zone. Presently, main methods of fishing conducted in Kanagawa are deep-sea tuna longline fishing, cuttlefish fishing and large-scale fixed net fishing to catch mostly sardines. A shift from "catching" to "farming" is also underway. Furthermore, in order to meet the needs of consumers and to provide fresh marine products, efforts are being made to create a new distribution system, such as morning markets or direct sales.

2. Industry

As a main pillar supporting the prefectural economy, the manufacturing industry has assumed the role of leadership both at home and abroad. Centered on the Keihin Industrial Belt, the largest industrial complex in Japan, a coastal industrial region has been formed in the eastern part of the prefecture. However, bound by various industrial regulations, in conjunction with a rise in land prices, the difficulty in securing industrial water and pollution problems, it has become extremely difficult to further reclaim the foreshore for industrial purposes. For these reasons, the establishment of advanced technology industries producing high value-added products and of research and development

institutions is progressing in the inland and Shonan regions.

In 1995 the value of shipment by establishments in Kanagawa with four or more workers was 24,143.8 billion yen, accounting for 7.9% of the national total and the second largest after Aichi Prefecture. Electric machinery, transportation machinery, machinery in general, chemical and petroleum were predominant in the value of shipment by industry.

3. Foreign Trade

Since its opening in 1859, the Port of Yokohama has led the modernization of Japan and the development of its industries, as a gateway to the world for exchanges of culture and technology and as a center of foreign trade. In 1996 the export value of the Port of Yokohama was 7,075.2 billion yen, the largest figure in Japan, while the import value was 3,261.6 billion yen, the third largest figure after Narita Airport and the Port of Tokyo. The combined import-export value was 10,336.8 billion yen, the second largest after Narita Airport. There are two other foreign trade ports in the prefecture, namely, Kawasaki and Yokosuka. In 1996 the major commodities exported from the Port of Yokohama were automobiles, car parts, and electronic parts including semiconductors, and those imported were nonferrous metals, electric appliances and automobiles.

4. Commerce

In 1994 the annual sales revenues of wholesalers in Kanagawa were 13,696.4 billion yen, accounting for 2.7% of the national total and ranking sixth in Japan, while those of retailers were 8,817.2 billion yen, accounting for 6.2% and ranking third. Since Kanagawa Prefecture is adjacent to the Metropolis Tokyo where a great number of wholesalers are concentrated, the share of Kanagawa wholesalers in the national total is smaller than that of retailers. The number of both wholesalers and retailers decreased, compared with the previous survey in 1991. In particular, there was a drop in the number of small-sized retailers with four employees or less, while the ratio of floor area owned by large-sized retailers to the total floor area

of retailers in Kanagawa increased due to deregulation and changes in competition environment.

C. Education and Culture

With the advent of global and information-intensive society, and with Kanagawa citizens' interests being diversified, it is important that we respect the diversity of a society with different values and cultures, as well as human rights. Kanagawa's own culture and art must be further nurtured in light of its history and climate. In response to this trend, we must educate children to develop their individual potentiality and creativity for the future. There also is an increasing demand for a society in which people will have a chance of lifetime study, getting fully acquainted with their own local culture.

1. School Education

The Japanese educational system was drastically revised in 1947, after the end of World War II, based on the principle of equal opportunity in education. It consists basically of primary school (6 years), junior high school (3 years), senior high school (3 years) and university (4 years). Of these four periods, only the first two are compulsory. Although there was an overall increase in the number of children attending primary school, junior high school and senior high school after the War, the numbers peaked in the 1980's and then entered a period of gradual decline.

In Kanagawa Prefecture, a large percentage of junior and senior high school students advance to higher education. For example, in March, 1996, 95.7% of the junior high school graduates advanced to senior high school.

Today such problems as bullying, non-attendance, drug abuse, sexual misconducts are becoming serious among school children. There is a growing need to tackle these problems with the close cooperation of schools, parents and community. Considering these environments surrounding school children, Kanagawa Prefecture tries to promote the idea of well-balanced, vital school education, respecting the individuality and creativity of each student.

2. Lifetime Education

As society matures, becoming quickly globalized and information-intensive, and as technical innovations expand, people's desire for learning diversifies and is directed at a higher level. At the same time, there is an increasing need among people to participate in public life, utilizing the fruits of their learning. In this way, the lifetime learning situation in Kanagawa has been changing drastically.

In response to vigorous learning activities among Kanagawans, various opportunities are provided by prefectural and municipal governments, universities as well as private organizations and institutions, including open schools for adults. In line with this, Kanagawa Prefectural Government has reorganized prefectural museums and holds open classes for community members at prefectural senior high schools. It also provides prefectural citizens with general information about lifetime education.

3. Culture

Kanagawa Prefecture is blessed with a traditional culture along with its long history. Kamakura, an ancient capital, abounds in historic temples and shrines, including famous Daibutsu or Great Buddha. There are many other cultural assets and historic spots in Kanagawa, such as Rinshunkaku Villa at Sankei-en Garden in Yokohama and Odawara Castle Park. Kanagawa also has various time-honored local festivals like Kibune-matsuri in Manazuru, close to the western border of the prefecture, and Torii Burning Festival in Hakone, as well as traditional arts and crafts, including Kamakura-bori Carving and Hakone-zaiku Marquetry.

Besides enjoying the traditional culture, people in Kanagawa participate in various cultural activities, appreciate fine arts at art exhibitions and join in community chorus groups. These activities are mainly conducted at public cultural facilities within the prefecture.

Local government /Partner in exchange or cooperation

/Country/ Region

/Date ties established

Kanagawa

State of Maryland	U.S.A.	1981. 4.23
Liaoning Province	People's Republic of China	1983. 5.12
Odessa Region	Ukraine	1986. 4.25
State of Baden-Wurttemberg	Federal Republic of Germany	1989.11.24
Kyonggi Province	Republic of Korea	1990. 4.24
City of the Gold Coast	Australia	1990. 8.14
State of Penang	Malaysia	1991.10. 3
Province of Vastra Gotland	Kingdom of Sweden	

Yokohama

San Diego	California, U.S.A.	1957.10.29
Lyon	French Republic	1959. 4. 7
Bombay	India	1965. 6.26
Vancouver	British Columbia, Canada	1965. 7. 1
Odessa	Odessa Region, Ukraine	1965. 7. 1
Manila	Republic of the Philippines	1965. 7. 1
Shanghai	People's Republic of China	1973. 1.30
Constantza	Romania	1977.10.12
Kawasaki	Rijeka Croatia	1977. 6.23
Baltimore	Maryland, U.S.A.	1979. 6.14
Shenyang	Liaoning, People's Republic of China	1981. 8.18
Wollongong	New South Wales, Australia	1988. 5.18
Sheffield	United Kingdom of Great Britain and Northern	
Ireland		1990. 7.30
Salzburg	Austria	1992. 4.17
Lubeck	Federal Republic of Germany	1992. 5.12
Puch'on	Republic of Korea	1996.10.21

Yokosuka

Corpus Christi	Texas, U.S.A.	1962.10.18
Brest	French Republic	1970.11.26
Fremantle	Western Australia, Australia	1979. 4.25
Gillingham	United Kingdom of Great Britain and Northern	
Ireland		1982. 4. 8

Hiratsuka		
Lawrence	Kansas, U.S.A.	1990. 9.21
Kamakura		
Nice	French Republic	1966.11. 9
Fujisawa		
Miami Beach	Florida, U.S.A.	1959. 3. 5
Kunming	Yunnan, People's Republic of China	1981.11. 5
Windsor	Ontario, Canada	1987.12. 2
Odawara		
Chula Vista	California, U.S.A.	1981.11. 8
Sagamihara		
Wuxi	Jiangsu, People's Republic of China	1985.10. 6
Miura		
Warrnambool	Victoria, Australia	1992. 7. 6
Hadano		
Pasadena	Texas, U.S.A.	1964. 9.29
Atsugi		
New Britain	Connecticut, U.S.A.	1983. 5.31
Yangzhou	Jiangsu, People's Republic of China	1984.10.23
Isehara		
La Mirada	California, U.S.A.	1981. 9.21
Zama		
Smyrna	Tennessee, U.S.A.	1991.11. 1
Minami- Ashigara		
Tilburg	Kingdom of the Netherlands	1989. 6. 4
Hayama		
Holdfastbay	South Australia, Australia	1997.12.15
Oiso		
Dayton	Ohio, U.S.A.	1968. 9.19
Racine	Wisconsin, U.S.A.	1982. 7. 1
Hakone		
Jasper (under national government control)	Alberta, Canada	1972. 7. 4
Taupo	New Zealand	1987.10. 7
Yugawara		
Ch'ungju	Ch'ungch'ongbok Province, Republic of Korea	1994.11.28
Tsukui		
Trail	British Columbia, Canada	1991. 4.15
Sagamiko		

(Source: Kanagawa Prefecture Home Page
<http://www.pref.kanagawa.jp/e-index.htm>)

Earthquake Emergency Plans

General Information

Japan is the most seismically active piece of real estate in the world. The Tokyo metropolitan area experiences daily earth tremors of varying intensities and the probability that a severe and damaging earthquake will occur is high. The consequences of such a quake will vary greatly depending upon the time of day and year that the quake occurs, and no one can predict with any certainty what conditions will be like immediately following an intensive shock. Under the circumstances, it is prudent that everyone be prepared to fend for themselves in the immediate aftermath of a big earthquake. Commanders should make sure its personnel and their family members are familiar with earthquake emergency procedures and precautions for their safety.

Here are some tips you should consider in drawing up an earthquake reaction plan:

- Make certain everyone knows where to meet after an earthquake.
- EVACUATION: Evacuations must be carried out when fires are spreading or buildings are in danger of being destroyed by landslides, etc. City police and fire authorities will issue evacuation advice.
- For immediate information in the aftermath of a quake, it will be best to tune into Japanese language radio stations. Television stations may also be broadcasting depending upon the severity of the earthquake. There will likely be some limited English information on major radio stations. You may also try tuning into the following English language news broadcasts, but remember that the information will probably not be as current as the Japanese language information sources.

FEN Radio - 810 kHz (Tel: 0425-52-2511)
JCTV Cable TV - channel 2 (Tel: 3405-3191)

- At work assign tasks for emergencies: Appoint someone to look after (a) security, (b) fire fighting, (c) removal of important items, (d) evacuation guidance and (e) disseminating and collecting information.
- Store the following items at work and home:
 - Flashlight and batteries
 - Portable radio
 - First Aid Kit
 - Water and supply of food
- Always have identifying documents with you. Have your passport and other important documentation readily available

Emergency procedures to follow when tremors occur:

- First, stay calm. Don't rush out of doors. If you are in an underground passageway you are probably safer there than above ground.
- Turn off all sources of fire and extinguish any flames. If the fire spreads (with flames reaching the ceiling) retreat from your home. It is very difficult to put out a fire this big.
- Open doors for escape. In the case of high-rise buildings like condominiums, the doors may get stuck. When you feel a jolt, open the doors immediately to secure a way out.

- Protect yourself from injury against falling furniture and objects.
 - Take refuge under table or some other strong object.
 - Cover your head.
 - Stay away from brick and concrete block fences, etc.
- If you are driving a car:
 - Stop your car on the left side of the road.
 - Leave the center of the road open.
 - Leave the key in the car and do not lock doors.
 - Walk to the nearest evacuation site.
- Do not use elevators. If you are in a elevator, stop it at the nearest floor and get off.
- Listen to radio and television broadcasts.
- Do not use elevators. If you are in a elevator, stop it at the nearest floor and get off.
- Listen to radio and television broadcasts.